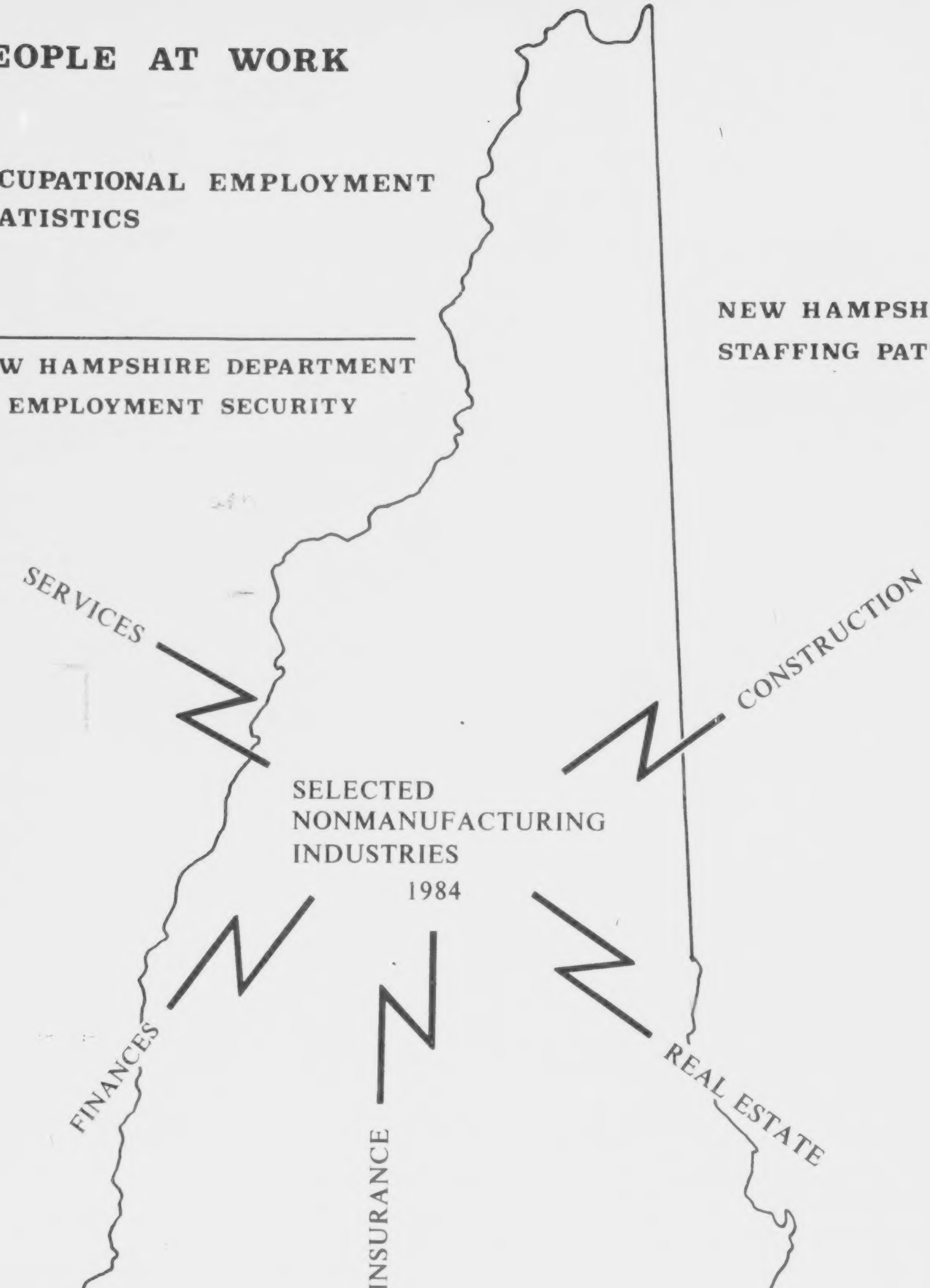
55205-2.12-11

PEOPLE AT WORK

OCCUPATIONAL EMPLOYMENT STATISTICS

NEW HAMPSHIRE DEPARTMENT
OF EMPLOYMENT SECURITY

NEW HAMPSHIRE STAFFING PATTERNS


SERVICES
CONSTRUCTION
FINANCES
INSURANCE
REAL ESTATE

SELECTED
NONMANUFACTURING
INDUSTRIES
1984

NEW HAMPSHIRE STAFFING PATTERNS

IN SELECTED NONMANUFACTURING

INDUSTRIES

1984

An Occupational Employment Statistics Survey

Conducted By The

Economic Analysis and Reports Section

NEW HAMPSHIRE DEPARTMENT OF EMPLOYMENT SECURITY

In Cooperation With The

U. S. BUREAU OF LABOR STATISTICS

Published February 1986

Wesley S. Noyes, Jr., Supervisor

William Halm, Labor Market Analyst II

TABLE OF CONTENTS

	Page
Preface	i
Introduction	1

Occupational Profiles in Selected Nonmanufacturing Industries - 1984

SIC CODE	INDUSTRY	Page
14-17, 60-89	SUMMARY, OCCUPATIONAL EMPLOYMENT IN SELECTED NONMANUFACTURING INDUSTRIES	3
14-17	MINING AND CONTRACT CONSTRUCTION	21
15	Building Construction-General Contractors and Operative Builders	28
161	Highway and Street Construction, Except Elevated Highways	32
17	Construction-Special Trade Contractors	36
60-67	FINANCE, INSURANCE, AND REAL ESTATE	40
60	Banking	47
61	Credit Agencies Other Than Banks	51
63	Insurance	54
64	Insurance Agents, Brokers and Service	59
65	Real Estate	62
70-89	SERVICE INDUSTRIES	66
70	Hotels, Rooming Houses, Camps and Other Lodging Places	78
72	Personal Services	82
75	Automotive Repair, Services, and Garages	86
79	Amusement and Recreation Services, Except Motion Pictures	89
80	Health Services	94
81	Legal Services	99
83	Social Services	102
86	Membership Organizations	108
89	Miscellaneous Services	112

Technical Data and Appendix 115

PREFACE

Our sincere appreciation is extended to those employers who participated in this survey. Without their support, this publication would not have been possible.

We also would like to express our thanks to the United States Department of Labor, both at the regional level in Boston, MA and the national level in Washington, D. C. for their help in the Federal-State Cooperative effort.

This report was prepared by the New Hampshire Occupational Employment Statistics (OES) Program staff William Halm, and other Research staff including; Tracey Petrozzi and Madaline Shanelaris with programming and data processing support provided by Charles Marshall and Richard Ricard.

Your comments and suggestions as well as requests for more information are most welcome. We may be reached at the following address:

Department of Employment Security
Occupational Employment Statistics Unit
32 South Main Street
Concord, N.H. 03301

Phone (603) 224-3311, Extension 256

INTRODUCTION

The United States Department of Labor initiated the OES program in mid 1971 to meet the increasing demand for current occupational data. The program consists of three distinct segments: The survey; the industry-occupational matrix and the industry employment projections. This publication only presents the survey phase of the program.

The OES survey is a periodic mail survey of a sample of establishments selected from the ES-202. The survey is conducted over a three year cycle. Manufacturing and Hospitals are surveyed in the first year; one half the nonmanufacturing industries in the second year; and the remainder of nonmanufacturing industries in the third year. Data are collected from employing establishments primarily by mail with telephone followups and personal visits when an establishment's response is critical to the survey. The OES survey is based on a random sample, stratified by industry and size, and designed to represent the total or "universe" of establishments covered in the survey. These data are then used to estimate total nonfarm wage and salary employment by occupation and industry for the state and selected substate areas.

The industry-occupational matrix is a chart, or array which is divided into columns and rows. The columns represent divisions of industry, such as manufacturing, finance, insurance and real estate (FIRE), wholesale trade and services. The rows represent large occupational groupings, including professional, paraprofessional and technical workers, clerical workers and sales workers. Each column and row is subdivided to provide a more detailed matrix of industries and occupations. For example, in the banking industry, tellers are listed in the clerical group, and computer programmers are listed in the professional, paraprofessional and technical group. Also the banking industry is part of the finance, insurance and real estate division.

The industry employment projections by occupation are based on knowing the staffing pattern or occupational makeup of the industry (as determined by the OES survey) and the industry employment for the target year. The industry employment is projected to the target year using a statistical technique called "regression analysis." The projected occupational employment is obtained by applying the adjusted staffing pattern ratios.

Between June 1984 and July 1985, the New Hampshire Department of Employment Security conducted an occupational employment survey of selected nonmanufacturing industries by means of a questionnaire. This report was compiled from usable returns from the original mailing plus two follow-ups.

As used in this report, Standard Industrial Classification (SIC) defines industries according to composition and structure and spans the entire field of economic activities. Industrially classified statistics are used not only to show how industries have performed over past years but to indicate emerging and rapidly growing industries.

No comparison between 1984 occupational estimates and the data from previous OES surveys was possible due to changes in the occupational coding system, and no survey of selected nonmanufacturing industries was conducted in 1981.

The goal of the OES program is to direct training programs to meet both current and long-range personnel needs. To that end, it is an invaluable tool enabling employers, educational planners, manpower analysts, economists and other users to intelligently deal with inequities in the supply and demand of workers in specific occupations on the local, state or national level. Some industries could not be published since they did not meet the publishing criteria. (See appendix)

SUMMARY

OCCUPATIONAL EMPLOYMENT IN SELECTED NONMANUFACTURING INDUSTRIES

The survey of selected nonmanufacturing industries includes firms within mining and construction, finance, insurance, real estate and services. It does not include hospitals, educational institutions, regulated industries, wholesale and retail trade or government. Construction covers new work,

additions, alterations and repairs. The three broad types of construction activity are: building, other than building and special trades. Finance, insurance and real estate includes banks and trust companies; credit agencies other than banks and security and commodity brokers; carriers of all types of insurance and insurance agents; and real estate operators, owners and lessors. Service industries include firms that provide services for individuals, businesses and government establishments.

During the occupational survey period of the second quarter of 1984 there were 105,265 wage and salary workers employed in the selected nonmanufacturing industries in New Hampshire. Mining and contract construction accounted for 22.2 percent of the total employment, finance, insurance and real estate 21.5 percent and services 56.3 percent. Within mining and construction, special trade contractors cover a wide variety of skills and comprise slightly less than half the 23,412 workers in this division.

Over eighty percent of the employment in the finance, insurance and real estate division is about equally divided between finance and insurance while the health services dominates the service industry with 23.3 percent of the employment followed by business services with 21.3 percent.

The distribution of selected nonmanufacturing workers among major occupational groups shows that the largest percentage, 26.0 percent is concentrated in the clerical occupations group. Within this group, bookkeeping, accounting and auditing clerks, general office clerks, tellers, secretaries, legal secretaries, insurance policy processing clerks and receptionists and information clerks accounted for 50 percent of the workers. Production workers was the next largest group with 24.4 percent. Within this group, carpenters, carpenters helpers, plumbers and maintenance repairers, general utility accounted for almost 29.0 percent of the workers.

Data for Mining and Quarrying of Nonmetallic Minerals, except Fuels (SIC 14) Security and Commodity Brokers, Dealers, Exchanges and Services (SIC 62), Combinations of Real Estate, Insurance Loans, Law Offices (SIC 66), Holding and other Investment Offices (SIC 67), Miscellaneous Repair Services (SIC 76), Motion Pictures (SIC 78), Museums, Art Galleries, Botanical and Zoological Gardens (SIC 84), were not published since they did not meet the criteria for publication (see appendix)

Our sample consisted of 2,502 units representing an employment of 66,368. Usable responses were received from 1,875 units or 75 percent of the units sampled. The reported employment was 50,530 or 76 percent of the employment in the sample.

STAFFING PATTERNS - SELECTED NONMANUFACTURING INDUSTRIES
BY MAJOR OCCUPATION GROUP

SIC CODE	INDUSTRY	SECOND QTR. 1984 ESTIMATED EMPLOYMENT	PERCENT						
			MANAGERIAL 10000-19999	PROFESSIONAL AND TECHNICAL 20000-39000	SALES 40000-49000	CLERICAL 50000-59000	SERVICE 60000-69999	AGRICULTURAL 70000-79999	PRODUCTION 80000-98999
14-17, 60-89	TOTAL	105,265	6.5	19.7	4.7	26.0	17.7	1.0	24.4
14-17	MINING AND CONTRACT CONSTRUCTION	23,412	6.6	4.3	1.7	9.4	0.7	0.3	77.0
15	BUILDING CONSTRUCTION-GENERAL CONTRACTORS AND OPERATIVE BUILDERS	7,057	10.4	5.6	0.6	9.0	1.0	0.5	72.9
152	General Building Contractors-Residential Buildings	5,228	10.7	4.7	0.8	9.7	1.2	0.3	72.6
154	General Building Contractors-Nonresidential Buildings	1,743	9.3	8.5	0.2	7.2	0.5	0.5	73.8
16	CONSTRUCTION OTHER THAN BUILDING CONSTRUCTION-GENERAL CONTRACTORS	4,639	3.3	4.0	0.7	6.3	1.0	0.6	84.1
161	Highways and Street Construction, Except Elevated Highways	1,633	3.9	2.8	1.1	7.3	2.9	1.7	80.3
162	Heavy Construction, Except Highway and Street Construction	3,006	2.9	4.8	0.4	5.7	0.1	*	86.1
17	CONSTRUCTION-SPECIAL TRADE CONTRACTORS	11,301	5.7	3.6	2.5	10.8	0.5	*	76.9
171	Plumbing, Heating (Except Electric), and Air Conditioning	2,006	5.3	5.4	2.1	12.8	0.6	*	73.8
173	Electrical Work	1,775	5.8	4.2	3.1	11.1	0.1	*	75.7
174	Masonry, Stonework, Tile Setting, and Plastering	1,648	4.0	3.8	0.3	7.1	*	*	84.8
179	Miscellaneous Special Trade Contractors	3,092	7.5	3.1	2.4	11.3	0.7	0.1	74.9
60-67	FINANCE, INSURANCE AND REAL ESTATE	22,630	8.8	14.8	11.0	57.2	3.4	1.3	3.5
60	BANKING	6,986	10.7	9.2	1.3	75.8	2.9	*	0.1
602	Commercial and Stock Savings Banks	4,828	10.1	8.6	1.0	77.3	2.9	*	0.1
603	Mutual Savings Banks	2,158	12.1	10.5	1.7	72.4	3.1	0.1	0.1

STAFFING PATTERNS - SELECTED NONMANUFACTURING INDUSTRIES
BY MAJOR OCCUPATION GROUP

SIC CODE	INDUSTRY	SECOND QTR. 1984 ESTIMATED EMPLOYMENT	PERCENT						
			MANAGERIAL 10000-19999	PROFESSIONAL AND TECHNICAL 20000-39000	SALES 40000-49000	CLERICAL 50000-59000	SERVICE 60000-69999	AGRICULTURAL 70000-79999	PRODUCTION 80000-89999
61	CREDIT AGENCIES OTHER THAN BANKS	1,820	14.0	12.1	5.2	66.6	1.7	*	0.4
63	INSURANCE	7,310	7.0	27.3	7.9	55.0	1.7	*	1.1
631	Life Insurance	1,411	5.7	14.2	28.2	51.3	*	0.1	0.5
632	Accident And Health Insurance And Medical Service Plans	1,009	9.4	40.8	11.3	34.5	3.6	*	0.4
633	Fire, Marine And Casualty Insurance	4,863	6.8	28.4	1.3	60.3	1.7	*	1.5
64	INSURANCE AGENTS, BROKERS, AND SERVICE	2,314	5.1	10.8	29.6	53.2	1.1	*	0.2
65	REAL ESTATE	3,181	7.6	2.8	23.6	23.9	12.0	8.3	21.8
653	Real Estate Agents and Managers	1,894	5.6	1.3	34.8	26.2	11.0	4.3	16.8
70-89	SERVICES (SIC 806 AND 82 EXCLUDED)	59,223	5.5	27.8	3.6	20.7	29.8	1.0	11.6
70	HOTELS, ROOMING HOUSES, CAMPS, AND OTHER LODGING PLACES	6,602	5.9	2.1	3.4	11.7	68.3	3.2	5.4
701	Hotels, Motels and Tourist Courts	6,234	6.0	1.5	3.5	11.2	70.7	1.6	5.5
72	PERSONAL SERVICES	4,287	3.3	13.7	9.5	12.2	36.4	*	24.9
721	Laundry, Cleaning, and Garment Services	1,725	4.3	0.6	18.7	7.0	9.1	0.1	60.2
723	Beauty Shops	1,359	2.7	3.9	0.1	4.6	88.7	*	*
73	BUSINESS SERVICES	12,636	7.0	24.2	4.5	25.2	24.0	0.2	14.9
734	Services to Dwellings and Other Buildings	2,229	2.4	0.1	2.4	4.3	85.4	0.9	4.5
736	Personnel Supply Services	3,051	1.4	38.4	2.7	31.4	8.5	0.1	17.5
737	Computer and Data Processing Services	2,009	12.4	41.0	8.0	34.1	*	*	4.5
739	Miscellaneous Business Services	4,264	10.7	20.7	4.3	22.4	20.5	0.1	21.3
75	AUTOMOTIVE REPAIR, SERVICES, AND GARAGES	2,584	3.7	1.1	9.9	13.9	1.4	*	70.0

STAFFING PATTERNS - SELECTED NONMANUFACTURING INDUSTRIES BY MAJOR OCCUPATION GROUP

CODE	INDUSTRY	SECOND QTR. 1984 ESTIMATED EMPLOYMENT	PERCENT						
			MANAGERIAL 10000-19999	PROFESSIONAL AND TECHNICAL 20000-39000	SALES 40000-49000	CLERICAL 50000-59000	SERVICE 60000-69999	AGRICULTURAL 70000-79999	PRODUCTION 80000-98999
753	Automotive Repair Shops	1,889	2.4	1.2	6.7	12.2	1.2	*	76.3
79	AMUSEMENT AND RECREATION SERVICES, EXCEPT MOTION PICTURES	3,419	5.6	17.9	9.6	9.0	43.9	7.4	6.6
799	Miscellaneous Amusement and Recreation Services	2,210	6.5	15.8	8.7	8.1	44.3	10.9	5.7
80	HEALTH SERVICES	13,789	4.1	39.5	0.4	22.2	30.9	0.1	2.8
801	Offices of Physicians	3,649	2.6	50.5	0.8	40.2	5.5	0.1	0.3
802	Offices of Dentists	1,921	1.7	40.8	*	24.9	31.5	0.1	1.0
805	Nursing and Personal Care Facilities	4,551	3.7	22.5	*	3.6	65.9	0.1	4.2
808	Outpatient Care Facilities	1,706	10.3	55.2	0.7	27.5	5.6	*	0.7
81	LEGAL SERVICES	2,690	0.8	46.1	*	51.5	1.5	0.1	*
83	SOCIAL SERVICES	5,575	8.3	40.4	0.4	18.3	25.4	0.6	6.6
833	Job Training and Vocational Rehabilitation Services	1,100	10.0	48.5	0.4	19.0	15.5	0.2	6.4
835	Child Day Care Services	1,285	5.8	43.0	*	27.2	21.6	0.2	2.2
836	Residential Care	1,355	8.0	27.9	1.1	5.4	53.4	0.9	3.3
839	Social Services, Not Elsewhere Classified	1,062	6.9	42.6	0.2	26.8	9.0	1.0	13.5
86	MEMBERSHIP ORGANIZATIONS	2,629	8.9	23.1	2.4	25.0	36.4	1.0	3.2
864	Civic, Social, and Fraternal Associations	1,655	4.1	17.5	0.1	19.2	55.0	0.5	3.6
89	MISCELLANEOUS SERVICES	3,470	5.0	68.2	1.0	23.2	0.6	*	2.0
891	Engineering, Architectural, and Surveying Services	2,223	3.1	76.4	1.1	15.6	0.6	*	3.2

* LESS THAN 0.05 PERCENT

THE TWENTY FIVE OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS IN SELECTED NONMANUFACTURING INDUSTRIES

Forty percent of the covered employees in the selected nonmanufacturing industries were employed in the twenty five specific occupations listed below. These specific occupations comprise only 7.6 percent of the grand total of 326 specific occupations employing ten or more workers.

RANK	OES CODE	OCCUPATIONAL TITLE	APRIL-JUNE 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	87102	Carpenters	3,350	3.2
2	67005	Janitors and Cleaners, Except Maids and Housekeeping Cleaners	3,002	2.9
3	55338	Bookkeeping, Accounting, and Auditing Clerks	2,921	2.8
4	55347	General Office Clerks	2,690	2.6
5	53102	Tellers	2,397	2.3
6	55100	Secretaries	2,316	2.2
7	66008	Nursing Aides, Orderlies, and Attendants	2,260	2.1
8	32502	Registered Nurses	2,099	2.0
9	13002	Financial Managers	1,970	1.9
10	65008	Waiters and Waitresses	1,595	1.5
11	67002	Maids and Housekeeping Cleaners	1,575	1.5
12	87502	Plumbers, Pipefitters and Steamfitters	1,536	1.5
13	85132	Maintenance Repairers, General Utility	1,505	1.4
14	55305	Receptionists and Information Clerks	1,213	1.2
15	19005	General Managers and Top Executives	1,198	1.1
16	68005	Hairdressers, Hairstylists, and Cosmetologists	1,132	1.1
17	21114	Accountants and Auditors	1,089	1.0
18	15017	Construction Managers	1,073	1.0
19	25105	Computer Programmers	1,071	1.0
20	51002	First Line Supervisors and Manager/ Supervisors-Clerical and Administrative Support Occupations	1,070	1.0
21	43002	Sales Agents and Placers-Insurance	1,065	1.0
22	65005	Bartenders	1,064	1.0
23	98312	Helpers-Carpenters and Related	1,041	1.0
24	55102	Legal Secretaries	1,037	1.0
25	53314	Insurance Policy Processing Clerks	1,034	1.0

STAFFING PATTERNS
SELECTED NONMANUFACTURING INDUSTRIES
(SIC 14-17, 60-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
TOTAL ALL OCCUPATIONS		105,265	100.0
MANAGERS AND ADMINISTRATORS	10000-19999	6,824	6.5
Financial Managers	13002	1,970	1.9
Personnel, Training, and Labor Relations Managers	13005	169	0.2
Purchasing Managers	13008	52	0.1
Marketing, Advertising and Public Relations Managers	13011	462	0.4
Administrative Services Managers	13014	242	0.2
Education Administrators	15005	31	*
Medicine and Health Services Managers	15008	318	0.3
Property and Real Estate Managers and Administrators	15011	52	0.1
Construction Managers	15017	1,073	1.0
Mining, Quarrying and Well Drilling Managers	15021	15	*
Food Service and Lodging Managers	15026	471	0.4
General Managers and Top Executives	19005	1,198	1.1
All Other Managers and Administrators	19999	771	0.7
PROFESSIONAL, PARAPROFESSIONAL AND TECHNICAL OCCUPATIONS	20000-39999	20,796	19.7
Underwriters	21102	439	0.4
Credit Analysts	21105	130	0.1
Loan Officers and Counselors	21108	467	0.4
Tax Preparers	21111	53	0.1
Accountants and Auditors	21114	1,089	1.0
Budget Analysts	21117	35	*
All Other Financial Specialists	21199	92	0.1
Purchasing Agents, Except Wholesale, Retail and Farm Products	21308	109	0.1
Special Agents, Insurance	21505	82	0.1
Employment Interviewers, Private or Public Employment Service	21508	172	0.2
Personnel, Training and Labor Relations Specialists	21511	206	0.2
Cost Estimators	21902	509	0.5
Management Analysts	21905	61	0.1
Construction and Building Inspectors	21908	50	0.1

STAFFING PATTERNS
SELECTED NONMANUFACTURING INDUSTRIES
(SIC 14-17, 60-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Compliance Officers and Enforcement Inspectors, Except Construction	21911	10	*
Claims Examiners, Property and Casualty Insurance	21921	307	0.3
All Other Management Support Workers	21999	458	0.4
Metallurgists and Metallurgical, Ceramic and Materials Engineers	22105	10	*
Civil Engineers, Including Traffic	22121	184	0.2
Electrical and Electronic Engineers	22126	205	0.2
Industrial Engineers, Except Safety	22128	48	*
Safety Engineers, Except Mining	22132	23	*
Mechanical Engineers	22135	171	0.2
All Other Engineers	22199	158	0.2
Architects, Except Landscape and Marine	22308	33	*
Surveying and Mapping Scientists	22311	141	0.1
Engineering and Related Technicians and Technologists	22500	66	0.1
Civil Engineering Technicians and Technologists	22502	125	0.1
Electrical and Electronic Engineering Technicians and Technologists	22505	237	0.2
Industrial Engineering Technicians and Technologists	22508	13	*
Mechanical Engineering Technicians and Technologists	22511	71	0.1
Drafters	22514	635	0.6
Surveying and Mapping Technicians and Technologists	22521	206	0.2
All Other Engineering and Related Technicians and Technologists	22599	33	*
Chemists, Except Biochemists	24105	77	0.1
Geologists, Geophysicists, and Oceonographers	24111	33	*
All Other Physical Scientists	24199	22	*
Life Scientists	24300	13	*
Biological Scientists	24308	104	0.1
All Other Life Scientists	24399	14	*
Chemical Technicians and Technologists, Except Health	24505	22	*

STAFFING PATTERNS
SELECTED NONMANUFACTURING INDUSTRIES

(SIC 14-17, 60-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
All Other Physical and Life Science Technicians and Technologists	24599	11	*
Systems Analysts, Electronic Data Processing	25102	418	0.4
Computer Programmers	25105	1,071	1.0
Computer Programmer Aides	25108	161	0.2
Operations and Systems Researchers and Analysts, Except Computer	25302	114	0.1
Statisticians	25312	17	*
Actuaries	25313	38	*
Financial Analysts, Statistical	25315	21	*
Psychologists	27108	177	0.2
All Other Social Scientists	27199	27	*
Social Workers, Medical and Psychiatric	27302	422	0.4
Social Workers, Except Medical and Psychiatric	27305	227	0.2
Social Service Technicians	27308	406	0.4
Recreational Workers	27311	192	0.2
Clergy	27502	11	*
Lawyers	28108	994	0.9
Law Clerks	28302	55	0.1
Paralegal Personnel	28305	168	0.2
Title Searchers	28308	24	*
Title Examiners and Abstractors	28311	53	0.1
All Other Legal Assistants and Technicians, Except Clerical	28399	3	*
Lecturers	31111	60	0.1
Teachers, Preschool and Kindergarten	31302	534	0.5
Teachers, Elementary School	31305	49	*
Teachers and Instructors, Vocational Education and Training	31314	192	0.2
Instructors, Nonvocational Education	31317	281	0.3
Instructors and Coaches, Sports and Physical Training	31321	548	0.5
All Other Teachers and Instructors	31399	172	0.2
Librarians, Professional	31502	23	*
Curators, Archivists, Museum Technicians and Restorers	31511	17	*
Vocational and Educational Counselors	31514	32	*
Instructional Coordinators	31517	74	0.1
Physicians and Surgeons	32102	956	0.9
Dentists	32105	278	0.3
Optometrists	32108	56	0.1

STAFFING PATTERNS
SELECTED NONMANUFACTURING INDUSTRIES
(SIC 14-17, 60-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
All Other Health Diagnosing and Treating Practitioners	32199	7	*
Occupational Therapists	32305	68	0.1
Physical Therapists	32308	99	0.1
Speech Pathologists and Audiologists	32314	15	*
Recreational Therapists	32317	82	0.1
All Other Therapists	32399	49	*
Registered Nurses	32502	2,099	2.0
Licensed Practical Nurses	32505	796	0.8
Physicians Assistants	32511	203	0.2
Opticians, Dispensing and Measuring	32514	97	0.1
Dietitians and Nutritionists	32521	63	0.1
Dietetic Technicians	32523	57	0.1
Medical and Clinical Laboratory Technologists	32902	147	0.1
Medical and Clinical Laboratory Technicians	32905	38	*
Dental Hygienists	32908	510	0.5
Medical Records Technicians and Technologists	32911	41	*
Radiologic Technologists	32917	20	*
Radiologic Technicians	32921	61	0.1
All Other Health Professionals	32999	246	0.2
Writers and Editors	34002	115	0.1
Technical Writers	34005	27	*
Public Relations Specialists and Publicity Writers	34008	135	0.1
Announcers, Radio and Television	34017	14	*
Photographers	34023	48	*
Artists and Related Workers	34035	76	0.1
Designers, Except Interior Designers	34038	106	0.1
Musicians, Instrumental	34051	93	0.1
Dancers and Choreographers	34053	15	*
Producers, Directors, Actors and Other Entertainers	34056	37	*
Athletes, Coaches, Umpires and Related Workers	34058	42	*
Funeral Directors	39011	114	0.1
Embalmers	39014	17	*
All Other Professional, Paraprofessional and Technical Workers	39999	306	0.3
SALES OCCUPATION	40000-49999	5,301	4.7

STAFFING PATTERNS
SELECTED NONMANUFACTURING INDUSTRIES
(SIC 14-17, 60-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	41002	797	0.8
Sales Agents and Placers-Insurance	43002	1,065	1.0
Brokers, Real Estate	43005	133	0.1
Sales Agents, Real Estate	43008	378	0.3
Appraisers, Real Estate	43011	97	0.1
Sales Agents, Securities, Commodities, and Financial Services	43014	264	0.2
Sales Agents, Selected Business Services	43017	186	0.2
Sales Agents, Advertising	43023	37	*
All Other Sales Representatives and Sales Persons, Service	43099	57	0.1
Sales Engineers	49002	65	0.1
Sales Representatives, Scientific and Related Products and Service-Except Retail	49005	63	0.1
Sales Representatives, Except Scientific and Related Products, or Services and Retail	49008	358	0.3
Sales Persons, Retail	49011	77	0.1
Sales Persons, Parts	49014	63	0.1
Counter and Rental Clerks	49017	441	0.4
Cashiers	49023	752	0.7
Demonstrators, Promoters, and Models	49032	10	*
All Other Sales and Related Workers	49999	188	0.2
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	27,415	26.0
First Line Supervisors and Manager/Supervisors-Clerical and Administrative Support Occupations	51002	1,070	1.0
Tellers	53102	2,397	2.3
New Accounts Clerks	53105	508	0.5
Transit Clerks	53108	98	0.1
Loan Interviewers	53111	99	0.1
Credit Checkers	53117	139	0.1
Loan and Credit Clerks	53121	659	0.6
Adjustment Clerks	53123	77	0.1
Statement Clerks	53126	252	0.2
Brokerage Clerks	53128	70	0.1
Insurance Adjusters, Examiners, and Investigators	53302	385	0.4

STAFFING PATTERNS
SELECTED NONMANUFACTURING INDUSTRIES
(SIC 14-17, 60-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Insurance Appraisers, Auto Damage	53305	21	*
Insurance Examining Clerks	53308	41	*
Insurance Claims Clerks	53311	214	0.2
Insurance Policy Processing Clerks	53314	1,034	1.0
Welfare Eligibility Workers and Interviewers	53502	41	*
Bill and Account Collectors	53508	217	0.2
Travel Clerks	53802	25	*
Hotel Desk Clerks	53808	441	0.4
Teacher Aides and Educational Assistants, Clerical	53905	379	0.4
Real Estate Clerks	53914	62	0.1
Secretaries	55100	2,316	2.2
Legal Secretaries	55102	1,037	1.0
Medical Secretaries	55105	688	0.7
All Other Secretaries	55199	1,217	1.2
Stenographers	55302	79	0.1
Receptionists and Information Clerks	55305	1,213	1.2
Typists	55308	869	0.8
Typists, Word Processing	55311	386	0.4
Personnel Clerks, Except Payroll and Timekeeping	55314	83	0.1
Correspondence Clerks	55317	18	*
File Clerks	55321	672	0.6
Order Clerks	55323	128	0.1
Statistical Clerks	55328	96	0.1
Interviewing Clerks, Except Personnel and Social Welfare	55332	170	0.2
Bookkeeping, Accounting, and Auditing Clerks	55338	2,921	2.8
Payroll and Timekeeping Clerks	55341	359	0.3
Billing, Cost and Rate Clerks	55344	300	0.3
General Office Clerks	55347	2,690	2.6
Billing, Posting, and Calculating Machine Operators	56002	184	0.2
Duplicating Machine Operators	56005	31	*
Mail Machine Operators, Preparation and Handling	56008	119	0.1
Computer Operators, Except Peripheral Equipment	56011	400	0.4
Peripheral EDP Equipment Operators	56014	91	0.1
Data Entry Keyers, Except Composing	56017	897	0.9
All Other Office Machine Operators	56099	80	0.1

STAFFING PATTERNS
SELECTED NONMANUFACTURING INDUSTRIES
(SIC 14-17, 60-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Switchboard Operators	57102	432	0.4
Mail Clerks, Except Mail Machine Operators and Postal Service	57302	207	0.2
Messengers	57311	145	0.1
Dispatchers, Except Police, Fire, and Ambulance	58005	24	*
Production, Planning, and Expediting Clerks	58008	49	*
Weighers, Measurers, Checkers, and Samplers-Recordkeeping	58017	25	*
Stock Clerks-Stockroom, Warehouse, or Storage Yard	58023	218	0.2
Traffic, Shipping, and Receiving Clerks	58028	46	*
All Other Material Recording, Scheduling, and Distributing Workers	58099	45	*
All Other Clerical and Administrative Support Workers	59999	951	0.9
SERVICE OCCUPATIONS	60000-69999	18,599	17.7
First Line Supervisors and Manager/Supervisors-Service	61000	144	0.1
Housekeepers	61008	636	0.6
All Other Supervisors and Manager/Supervisors	61099	121	0.1
Detectives and Investigators, Except Public	63035	65	0.1
Crossing Guards	63044	36	*
Guards and Watch Guards	63047	1,003	1.0
All Other Protective Service Workers	63099	19	*
Food and Beverage Preparation and Service Occupations	65000	198	0.2
Hosts and Hostesses-Restaurant, Lounge or Coffee Shop	65002	171	0.2
Bartenders	65005	1,064	1.0
Waiters and Waitresses	65008	1,595	1.5
Food Servers, Outside	65011	118	0.1
Dining Room and Cafeteria Attendants and Bartender Helpers	65014	336	0.3
Counter Attendants-Lunch Room, Coffee Shop, or Cafeteria	65017	50	0.1
Bakers, Bread and Pastry	65021	14	*
Cooks, Restaurant	65026	456	0.4
Cooks, Institution or Cafeteria	65028	345	0.3
Cooks, Specialty-Fast Food	65032	95	0.1

STAFFING PATTERNS
SELECTED NONMANUFACTURING INDUSTRIES
(SIC 14-17, 60-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Cooks, Short Order	65035	24	*
Food Preparation Workers	65038	833	0.8
Combined Food Preparation and Service Workers	65041	17	*
All Other Food Service Workers	65099	255	0.2
Dental Assistants	66002	608	0.6
Medical Assistants	66005	144	0.1
Nursing Aides, Orderlies, and Attendants	66008	2,260	2.1
Home Health Aides	66011	231	0.2
Physical and Corrective Therapy Assistants and Aides	66017	58	0.1
Occupational Therapy Assistants and Aides	66021	15	*
Ambulance Drivers and Attendants Except Emergency	66023	14	*
All other Health Service Workers	66099	100	0.1
Maids and Housekeeping Cleaners	67002	1,575	1.5
Janitors and Cleaners-Except Maids and Housekeeping Cleaners	67005	3,002	2.9
Elevator Operators	67011	27	*
All Other Cleaning and Building Service Workers, Except Private Households	67099	141	0.1
Barbers	68002	62	0.1
Hairdressers, Hairstylists, and Cosmetologists	68005	1,132	1.1
Manicurists	68008	10	*
Shampooers	68011	16	*
Amusement and Recreation Attendants	68014	343	0.3
Guides	68017	16	*
Ushers, Lobby Attendants, and Ticket Takers	68021	303	0.3
Baggage Porters and Bellhops	68023	58	0.1
Social Welfare Service Aides	68035	148	0.1
Child Care Workers	68038	363	0.3
Funeral Attendants	68041	17	*
All Other Service Workers	69999	361	0.3
AGRICULTURAL, FORESTRY, FISHING, AND RELATED WORKERS	70000-79999	893	1.0
Gardeners and Groundskeepers, Except Farm	79014	855	1.0
Animal Caretakers, Except Farm	79017	28	*
All Other Agricultural, Forestry, Fishing and Related Workers	79999	10	*

STAFFING PATTERNS
SELECTED NONMANUFACTURING INDUSTRIES
(SIC 14-17, 60-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
PRODUCTION, CONSTRUCTION, OPERATING MAINTENANCE, AND MATERIAL HANDLING OCCUPATIONS	80000-98999	25,707	24.4
First Line Supervisors and Manager/Supervisors-Mechanics, Installers and Repairers	81002	312	0.3
First Line Supervisors and Manager/Supervisors-Construction Trades and Extractive Workers	81005	929	0.9
First Line Supervisors and Manager/Supervisors-Helpers, Laborers and Material Movers, Hand	81017	67	0.1
All Other First Line Supervisors and Manager/Supervisors-Production, Maintenance and Related	81099	122	0.1
Precision Inspectors, Testers and Graders	83002	67	0.1
Production Inspectors, Testers, Graders, Sorters, Samplers and Weighers	83005	36	*
All other Inspectors, Testers, and Related Occupations	83099	205	0.2
Millwrights	85123	47	*
Machinery Maintenance Workers	85128	28	*
Maintenance Repairers, General Utility	85132	1,505	1.4
Automotive Mechanics	85302	573	0.5
Automotive Body and Related Repairers	85305	507	0.5
Bus and Truck Mechanics, and Diesel Engine Specialists	85311	171	0.2
Mobile Heavy Equipment Mechanics, Except Engines	85314	186	0.2
Small Engine Specialists	85328	13	*
Radio Mechanics	85514	13	*
Telephone and Cable Television Line Installers and Repairers	85702	117	0.1
Data Processing Equipment Repairers	85705	35	*
Electronic Home Entertainment Equipment Repairers	85708	22	*
Electric Home Appliance and Power Tool Repairers	85711	11	*
Electric Motor, Transformer, and Related Repairers	85714	83	0.1
Electronics Repairers,Commercial and Industrial Equipment	85717	34	*

STAFFING PATTERNS
SELECTED NONMANUFACTURING INDUSTRIES
(SIC 14-17, 60-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Electrical Powerline Installers and Repairers	85723	64	0.1
All Other Electrical and Electronic Equipment Mechanics, Installers and Repairers	85799	35	*
Heating, Air Conditioning and Refrigeration Mechanics and Installers	85902	245	0.2
Office Machine and Cash Register Servicers	85926	25	*
Riggers	85935	10	*
Coin and Vending Machine Servicers and Repairers	85947	23	*
Tire Repairers and Changers	85953	23	*
Menders-Garments, Linens, and Related	85956	30	*
All Other Mechanics, Installers and Repairers	85999	189	0.2
Carpenters	87102	3,350	3.2
Ceiling Tile Installers and Acoustical Carpenters	87105	157	0.2
Drywall Installers	87108	538	0.5
Tapers	87111	108	0.1
Electricians	87202	907	0.9
Brick Masons	87302	381	0.4
Stone Masons	87305	44	*
Hard Tile Setters	87308	14	*
Concrete and Terrazzo Finishers	87311	192	0.2
Reinforcing Metal Workers	87314	36	*
Plasterers and Stucco Masons	87317	12	*
Painters and Paperhangers	87402	766	0.7
Plumbers, Pipefitters and Steamfitters	87502	1,536	1.5
Pipelayers	87508	97	0.1
Septic Tank Servicers and Sewer Pipe Cleaners	87511	33	*
Carpet Installers	87602	88	0.1
Air Hammer Operators	87702	120	0.1
Paving, Surfacing, and Tamping Equipment Operators	87708	223	0.2
Insulation Workers	87802	139	0.1
Roofers	87808	144	0.1
Structural Metal Workers	87814	163	0.2
Fence Erectors	87817	89	0.1
All Other Construction Trades Workers	87899	299	0.3
Earth Drillers, Except Oil and Gas	87902	105	0.1
Blasters and Explosives Workers	87905	84	0.1

STAFFING PATTERNS
SELECTED NONMANUFACTURING INDUSTRIES
(SIC 14-17, 60-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
All Other Extractive Workers, Except Helpers	87989	8	*
All Other Construction and Extractive Workers, Except Helpers	87999	9	*
Machinists	89108	73	0.1
Tool Grinders, Filers, Sharpeners, and Other Precision Grinders	89111	22	*
Sheet Metal Workers	89132	371	0.4
Boilermakers	89135	35	*
All Other Precision Metal Workers	89199	10	*
Cabinetmakers and Bench Carpenters	89311	87	0.1
All Other Precision Wood Workers	89399	9	*
Custom Tailors and Sewers	89505	26	*
Upholsterers	89508	48	*
Spotters, Dry Cleaning	89514	45	*
Pressers, Delicate Fabrics	89517	70	0.1
Job Printers	89705	20	*
Precision Photographic Process Workers	89914	14	*
Precision Dental Laboratory Technicians	89921	141	0.1
All Other Precision Workers	89999	35	*
Metal Fabricators, Structural Metal Products	91714	80	0.1
Sawing Machine Operators and Tenders	92308	37	*
Printing Press Machine Operators and Tenders	92543	61	0.1
Sewing Machine Operators, Garment	92717	14	*
Sewing Machine operators, Non-Garment	92721	17	*
Laundry and Dry Cleaning Machine Operators and Tenders, Except Pressing	92726	370	0.4
Pressing Machine Operators and Tenders-Textile, Garment and Related Materials	92728	219	0.2
Motion Picture Projectionists	92905	64	0.1
Photographic Processing Machine Operators and Tenders	92908	105	0.1
Painters, Transportation Equipment	92947	34	*
Crushing, Grinding, Mixing, and Blending Machine Operators and Tenders	92965	77	0.1

STAFFING PATTERNS
SELECTED NONMANUFACTURING INDUSTRIES
(SIC 14-17, 60-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Packaging and Filling Machine Operators and Tenders	92974	15	*
All Other Machine Operators and Tenders	92998	122	0.1
Handworking Occupations, Including Assemblers and Fabricators	93000	23	*
Fitters, Structural Metal-Precision	93108	17	*
Welders and Cutters	93914	148	0.1
Solderers and Brazers	93917	58	0.1
Pressers, Hand	93921	15	*
Engraving and Printing Workers, Hand	93951	11	*
All Other Hand Workers	93999	146	0.1
Stationary Engineers	95032	29	*
All Other Plant and System Operators	95099	7	*
Truck Drivers, Heavy or Tractor Trailer	97102	893	0.8
Truck Drivers, Light-Including Delivery and Route Workers	97105	383	0.4
Bus Drivers	97108	87	0.1
Bus Drivers, School	97111	24	*
Driver/Sales Workers	97117	245	0.2
All Other Motor Vehicle Operators	97199	157	0.2
Service Station Attendants	97805	90	0.1
Parking Lot Attendants	97808	16	*
All Other Transportation and Related Workers	97899	23	*
Excavating and Loading Machine Operators	97923	436	0.4
Grader, Dozer, and Scraper Operators	97938	467	0.4
Crane and Tower Operators	97944	46	*
Industrial Truck and Tractor Operators	97947	142	0.1
Pump Operators	97953	19	*
Operating Engineers	97956	281	0.3
All Other Transportation and Material Moving Equipment Operators	97989	74	0.1
All Other Material Moving Equipment Operators	97999	67	0.1
Mechanic and Repairer Helpers	98102	112	0.1
Helpers, Brick and Stone Masons Hard Tile Setters	98311	219	0.2
Helpers-Carpenters and Related	98312	1,041	1.0
Helpers-Electricians and Powerline Transmission Installers	98313	279	0.3

STAFFING PATTERNS
SELECTED NONMANUFACTURING INDUSTRIES
(SIC 14-17, 60-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Helpers-Painters, Paperhangers, Plasterers and Stucco Masons	98314	47	*
Helpers-Plumbers, Pipefitters and Steamfitters	98315	210	0.2
Helpers-Roofers	98316	129	0.1
Helpers-All Other Construction Trades	98319	99	0.1
Helpers-Extractive Workers	98323	83	0.1
Machine Feeders and Offbearers	98502	176	0.2
Freight, Stock and Material Movers, Hand	98700	293	0.3
Hand Packers and Packagers	98902	54	0.1
Vehicle Washers and Equipment Cleaners	98905	133	0.1
All Other Helpers, Laborers, and Material Movers, Hand	98999	1,338	1.3

* LESS THAN 0.05 PERCENT

MINING AND CONTRACT CONSTRUCTION

(SIC 14 - 17)

Mining (SIC 14) includes firms engaged in the extraction of nonmetallic minerals, except fuels. The exploration of resources, well drilling and milling (crushing, washing and sorting) are included in this subdivision. The three broad types of construction activity are: residential and commercial building construction by general building contractors who may combine a special trade with their general contracting (SIC 15); general contractors in construction other than commercial or residential building such as highways, streets, dams etc. (SIC 16); special trade contractors involved in specialized activities such as plumbing, painting, carpentering and plastering (SIC 17). Special trade contractors often work under sub contracts from a general contractor and perform only a specialized part of the work covered by the general contract.

There were 23,412 wage and salary workers employed in mining and contract construction industries during the second quarter of 1984. The major occupational group employing the greatest number of workers in mining and contract construction was the production, construction, operating maintenance, and material handling occupations with 18,026 employees. This represents 77.0 percent of all mining and contract construction workers and 70.1 percent of all production occupations in the entire survey. Carpenters dominated the division with 3,187 workers (86.5 percent of which were in residential and commercial building construction) followed by Plumbers and Pipefitters with 1,507 (48.8 percent of which were in special trade construction), construction managers with 1,073 workers (53.4 percent of which were in residential and commercial building construction and 40.3 percent in special trade construction), carpenter helpers with 1,041 workers (78.4 percent of which were reported in residential and commercial building construction).

Our sample consisted of 433 units representing an employment of 12,125. Usable responses were received from 303 units or 70 percent of the units sampled. The reported employment was 8,452 or 70 percent of the employment in the sample.

THE FIFTEEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS IN MINING AND CONSTRUCTION

RANK	OES CODE	OCCUPATIONAL TITLE	APRIL-JUNE 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	87102	Carpenters	3,187	13.6
2	87502	Plumbers and Pipefitters	1,507	6.4
3	15017	Construction Managers	1,073	4.6
4	98312	Helpers-Carpenters and Related	1,041	4.4
5	81005	First Line Supervisors, and Manager/Supervisors-Construction Trades and Extractive Workers	905	3.9
6	97102	Truck Drivers, Heavy or Tractor Trailer	893	3.8
7	87202	Electricians	837	3.6
8	87402	Painters and Paperhangers	678	2.9
9	55100	Secretaries	644	2.7
10	55338	Bookkeeping, Accounting, and Auditing Clerks	584	2.5
11	55347	General Office Clerks	575	2.5
12	87108	Drywall Installers	538	2.3
13	21902	Cost Estimators	475	2.0
14	87302	Brick Masons	381	1.6
15	89132	Sheet Metal Workers	371	1.6

STAFFING PATTERNS
MINING AND CONTRACT CONSTRUCTION
(SIC 14 - 17)

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
TOTAL ALL OCCUPATIONS		23,412	100.0
MANAGERS AND ADMINISTRATORS	10000-19999	1,554	6.6
Financial Managers	13002	336	1.4
Administrative Services Managers	13014	12	0.1
Construction Managers	15017	1,073	4.6
Mining, Quarrying, and Oil and Gas Well Drilling Managers	15021	15	0.1
General Managers and Top Executives	19005	54	0.2
All Other Managers and Administrators	19999	64	0.2
PROFESSIONAL, PARAPROFESSIONAL AND TECHNICAL OCCUPATIONS	20000-39999	1,010	4.3
Accountants and Auditors	21114	165	0.7
All Other Financial Specialists	21199	1	*
Purchasing Agents	21308	46	0.2
Cost Estimators	21902	475	2.0
Construction and Building Inspectors	21908	41	0.2
All Other Management Support Workers	21999	29	0.1
Civil Engineers, Including Traffic	22121	45	0.2
Mechanical Engineers	22135	63	0.2
All Other Engineers	22199	13	0.1
Civil Engineering Technicians and Technologists	22502	13	0.1
Drafters	22514	93	0.4
All Other Engineering and Related Technicians and Technologists	22599	23	0.1
All Other Professional, Paraprofessional and Technical Workers	39999	3	*
SALES OCCUPATIONS	40000-49999	367	1.7
First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	41002	14	0.1
Sales Engineers	49002	65	0.3
Sales Representatives, Except Scientific and Related Products or Services and Retail	49008	275	1.2
All Other Sales and Related Workers	49999	13	0.1

STAFFING PATTERNS
MINING AND CONTRACT CONSTRUCTION
(SIC 14 - 17)

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	2,210	9.4
First Line Supervisors and Manager/Supervisors-Clerical and Administrative Support Occupations	51002	26	0.1
Secretaries	55100	644	2.7
Typists	55308	104	0.4
Typists, Word Processing	55311	17	0.1
Bookkeeping, Accounting, and Auditing Clerks	55338	584	2.5
Payroll and Timekeeping Clerks	55341	107	0.5
General Office Clerks	55347	575	2.5
All Other Office Machine Operators	56099	14	0.1
Weighers, Measurers, Checkers and Samplers-Recordkeeping	58017	25	0.1
Stock Clerks-Stockroom Warehouse or Storage Yard	58023	72	0.3
All Other Material Recording, Scheduling, and Distributing Workers	58099	10	*
All Other Clerical and Administrative Support Workers	59999	32	0.1
SERVICE OCCUPATIONS	60000-69999	180	0.7
First Line Supervisors and Manager/Supervisors-Service	61000	13	0.1
Crossing Guards	63044	36	0.1
All Other Protective Service Workers	63099	5	*
Janitors and Cleaners	67005	124	0.5
All Other Cleaning and Building Service Workers	67099	2	*

STAFFING PATTERNS
MINING AND CONTRACT CONSTRUCTION
(SIC 14 - 17)

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
AGRICULTURAL, FORESTRY, FISHING AND RELATED OCCUPATIONS	70000-79999	65	0.3
GARDENERS AND GROUNDSKEEPERS	79014	65	0.3
PRODUCTION, CONSTRUCTION OPERATING, MAINTENANCE AND MATERIAL HANDLING OCCUPATIONS	80000-98999	18,026	77.0
First Line Supervisors and Manager/Supervisors-Mechanics, Installers, and Repairers	81002	15	0.1
First Line Supervisors and Manager/Supervisors-Construction Trades and Extractive Workers	81005	905	3.9
First Line Supervisors and Manager/Supervisors-Helpers, Laborers, and Material Movers, Hand	81017	67	0.3
All other First Line Supervisors and Manager/Supervisors-Production, Construction, Maintenance and Related	81099	44	0.2
All other Inspectors, Testers and Related Occupations	83099	116	0.5
Millwrights	85123	47	0.2
Machinery Maintenance Workers	85128	28	0.1
Maintenance Repairers, General Utility	85132	268	1.1
Automotive Mechanics	85302	29	0.1
Bus and Truck Mechanics and Diesel Engine Specialists	85311	76	0.3
Mobile Heavy Equipment Mechanics, Except Engines	85314	186	0.8
Telephone and Cable TV Line Installers and Repairers	85702	117	0.5
Electrical Powerline Installers and Repairers	85723	64	0.3
All other Electrical and Electronic Equipment Mechanics, Installers and Repairers	85799	12	0.1
Heating, Air Conditioning, and Refrigeration Mechanics and Installers	85902	212	0.9
Riggers	85935	10	*
All other Mechanics, Installers, and Repairers	85999	110	0.5
Carpenters	87102	3,187	13.6
Ceiling Tile Installers and Acoustical Carpenters	87105	157	0.7
Drywall Installers	87108	538	2.3

STAFFING PATTERNS
MINING AND CONTRACT CONSTRUCTION
(SIC 14 - 17)

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Tapers	87111	108	0.5
Electricians	87202	837	3.6
Brick Masons	87302	381	1.6
Stone Masons	87305	44	0.2
Hard Tile Setters	87308	14	0.1
Concrete and Terrazzo Finishers	87311	192	0.8
Reinforcing Metal Workers	87314	36	0.2
Plasterers and Stucco Masons	87317	12	0.1
Painters and Paperhangers	87402	678	2.9
Plumbers and Pipefitters	87502	1,507	6.4
Pipelayers	87508	97	0.4
Carpet Installers	87602	88	0.4
Air Hammer Operators	87702	120	0.5
Paving, Surfacing, and Tamping Equipment Operators	87708	223	1.0
Insulation Workers	87802	139	0.6
Roofers	87808	144	0.6
Structural Steel Workers	87814	163	0.7
Fence Erectors	87817	89	0.4
All Other Construction Trades Workers	87899	299	1.3
Earth Drillers, Except Oil and Gas	87902	105	0.4
Blasters and Explosives Workers	87905	84	0.4
All Other Extractive Workers, Except Helpers	87989	8	*
Sheet Metal Workers	89132	371	1.6
Boilermakers	89135	11	*
Cabinetmakers and Bench Carpenters	89311	87	0.4
Metal Fabricators, Structural Metal Products	91714	80	0.3
Sawing Machine Operators and Tenders	92308	37	0.2
Crushing, Grinding, Mixing, and Blending Machine Operators and Tenders	92965	77	0.3
All Other Machine Operators and Tenders	92998	7	*
Fitters, Structural Metal-Precision	93108	17	0.1
Welders and Cutters	93914	80	0.3
Stationary Engineers	95032	29	0.1
All Other Plant and System Operators	95099	7	*
Truck Drivers, Heavy or Tractor Trailer	97102	893	3.8
Truck Drivers, Light-Include Delivery and Route Workers	97105	157	0.7
All Other Motor Vehicle Operators	97199	7	*

STAFFING PATTERNS
MINING AND CONTRACT CONSTRUCTION
(SIC 14 - 17)

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
All Other Transportation and Related Workers	97899	21	0.1
Excavating and Loading Machine Operators	97923	436	1.9
Grader, Dozer, and Scraper Operators	97938	467	2.0
Crane and Tower Operators	97944	46	0.2
Industrial Truck and Tractor Operators	97947	58	0.2
Pump Operators	97953	19	0.1
Operating Engineers	97956	281	1.2
All Other Material Moving Equipment Operators	97999	65	0.3
Mechanic and Repairer Helpers	98102	62	0.2
Helpers, Brick and Stone Masons and Hard Tile Setters	98311	219	0.9
Helpers-Carpenters and Related	98312	1,041	4.4
Helpers-Electricians and Powerline Transmission Installers	98313	279	1.2
Helpers-Painters, Paperhangers, Plasterers and Stucco Masons	98314	47	0.2
Helpers-Plumbers, Pipefitters, and Steamfitters	98315	210	0.9
Helpers-Roofers	98316	129	0.6
Helpers-All Other Construction Trades	98319	97	0.4
Helpers-Extractive Workers	98323	83	0.4
Freight, Stock and Material Movers, Hand	98700	104	0.4
All Other Helpers, Laborers and Material Movers, Hand	98999	946	4.0

* LESS THAN 0.05 PERCENT

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK (SIC 15)

RANK	OES CODE	OCCUPATIONAL TITLE	MAY 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	87102	Carpenters	2,757	39.1
2	98312	Helpers, Carpenters and Related	817	11.6
3	15017	Construction Managers	573	8.1
4	81005	First Line Supervisors and Manager/Supervisors-Construction Trades and Extractive Workers	326	4.6
5	21902	Cost Estimators	222	3.1
6	55100	Secretaries	205	2.9
7	55338	Bookkeeping, Accounting and Auditing Clerks	198	2.8
8	97102	Truck Drivers, Heavy or Tractor Trailer	148	2.1
9	55347	General Office Clerks	144	2.0
10	97956	Operating Engineers	128	1.8

THE FIVE MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	87102	Carpenters	87.0
2	15017	Construction Managers	67.5
3	98312	Helpers, Carpenters and Related	49.4
4	81005	First Line Supervisors and Manager/Supervisors-Construction and Extractive Workers	44.2
5	21902	Cost Estimators	41.6

STAFFING PATTERNS
BUILDING CONSTRUCTION-GENERAL CONTRACTORS AND OPERATIVE BUILDERS
(SIC 15)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
TOTAL ALL OCCUPATIONS		7,057	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	731	10.4				
Financial Managers	13002	99	1.4	24	123	75	28.6
Construction Managers	15017	573	8.1	13	646	500	67.5
General Managers and Top Executives	19005	17	0.3	10	19	15	11.7
All Other Managers and Administrators	19999	42	0.6	NA	-	-	NA
PROFESSIONAL, PARA-PROFESSIONAL AND TECHNICAL OCCUPATIONS	20000-39999	398	5.6				
Accountants and Auditors	21114	55	0.8	39	77	33	15.6
All Other Financial Specialists	21199	1	*	NA	-	-	NA
Purchasing Agents	21308	11	0.2	48	16	6	6.5
Cost Estimators	21902	222	3.1	18	262	182	41.6
All Other Management Support Workers	21999	40	0.5	NA	-	-	NA
All Other Engineers	22199	6	0.1	NA	-	-	NA
Drafters	22514	52	0.7	NA	-	-	NA
All Other Engineering and Related Technicians and Technologists	22599	4	0.1	NA	-	-	NA
All Other Professional, Paraprofessional and Technical Workers	39999	7	0.1	NA	-	-	NA
SALES OCCUPATIONS	40000-49999	44	0.6	NA	-	-	NA
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	637	9.0				
Secretaries	55100	205	2.9	22	249	165	40.3
Typists	55308	45	0.6	33	60	30	6.5
Bookkeeping, Accounting, and Auditing Clerks	55338	198	2.8	20	237	159	39.0
General Office Clerks	55347	144	2.0	25	180	108	29.9
All Other Office Machine Operators	56099	2	*	NA	-	-	NA
All Other Material Recording, Scheduling, and Distributing Workers	58099	4	0.1	NA	-	-	NA
All Other Clerical and Administrative Workers	59999	39	0.6	NA	-	-	NA

STAFFING PATTERNS
BUILDING CONSTRUCTION-GENERAL CONTRACTORS AND OPERATIVE BUILDERS
(SIC 15)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
SERVICE OCCUPATIONS	60000-69999	73	1.0	NA	-	-	NA
All Other Protective Service Workers	63099	1	*	NA	-	-	NA
All Other Cleaning and Building Service Workers	67099	65	0.9	NA	-	-	NA
All Other Service Workers	69999	7	0.1	NA	-	-	NA
AGRICULTURAL, FORESTRY, FISHING AND RELATED OCCUPATIONS	70000-79999	29	0.5	NA	-	-	NA
PRODUCTION, CONSTRUCTION, OPERATING, MAINTENANCE AND MATERIAL HANDLING OCCUPATIONS	80000-98999	5,145	72.9				
First Line Supervisors and Manager/Supervisors-Construction Trades and Extractive Workers	81005	326	4.6	16	379	273	44.2
All Other First Line Supervisors and Manager/Supervisors-Production, Construction, Maintenance and Related	81099	25	0.4	NA	-	-	NA
All Other Mechanics, Installers, and Repairers	85999	108	1.5	NA	-	-	NA
Carpenters	87102	2,757	39.1	7	2,940	2,574	87.0
Brick Masons	87302	63	0.9	33	84	42	14.3
Painters and Paperhangers	87402	64	0.9	28	82	46	10.4
Plumbers and Pipefitters	87502	89	1.3	43	127	51	10.4
All Other Construction Trades Workers	87899	171	2.4	NA	-	-	NA
All Other Precision Metal Workers	89199	9	0.2	NA	-	-	NA
Cabinetmakers and Bench Carpenters	89311	87	1.3	43	125	49	10.4
All Other Machine Operators and Tenders	92998	45	0.6	NA	-	-	NA
All Other Hand Workers	93999	1	*	NA	-	-	NA
Truck Drivers, Heavy or Tractor Trailer	97102	148	2.1	39	206	90	18.2
Truck Drivers, Light-Include Delivery and Route Workers	97105	17	0.2	34	23	11	10.4
All Other Motor Vehicle Operators	97199	1	*	NA	-	-	NA
Operating Engineers	97956	128	1.8	32	169	87	13.0

STAFFING PATTERNS
BUILDING CONSTRUCTION-GENERAL CONTRACTORS AND OPERATIVE BUILDERS
(SIC 15)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
All Other Material Moving Equipment Operators	97999	15	0.2	NA	-	-	NA
Mechanic and Repairer Helpers	98102	16	0.2	49	24	8	3.9
Helpers, Brick and Stone Masons, and Hard Tile Setters	98311	36	0.5	47	53	19	7.8
Helpers, Carpenters and Related	98312	817	11.6	15	936	698	49.4
Helpers, All Other Construction Trades	98319	51	0.7	NA	-	-	NA
All Other Helpers, Laborers, and Material Movers, Hand	98999	171	2.4	NA	-	-	NA

* LESS THAN 0.05 PERCENT

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK (SIC 161)

RANK	OES CODE	OCCUPATIONAL TITLE	MAY 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	97102	Truck Drivers, Heavy or Tractor Trailer	319	19.5
2	87708	Paving, Surfacing and Tamping Equipment Operators	173	10.6
3	97938	Grader, Dozer, and Scraper Operators	103	6.3
4	81005	First Line Supervisors and Manager/Supervisors-Construction Trades and Extractive Workers	71	4.3
5	85314	Mobile Heavy Equipment Mechanics, Except Engines	64	3.9
6	87508	Pipelayers	60	3.7
	97923	Excavating and Loading Machine Operators	60	3.7
8	63044	Crossing Guards	36	2.2
9	55347	General Office Clerks	35	2.1
10	85311	Bus and Truck Mechanics, and Diesel Specialists	31	1.9

THE FIVE MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	97102	Truck Drivers, Heavy or Tractor Trailer	66.6
	97938	Grader, Dozer, and Scraper Operators	66.6
3	81005	First Line Supervisors and Manager/Supervisors-Construction and Extractive Workers	50.0
4	85314	Mobile Heavy Equipment Mechanics, Except Engines	44.4
	55338	Bookkeeping, Accounting and Auditing Clerks	44.4

STAFFING PATTERNS
HIGHWAY AND STREET CONSTRUCTION, EXCEPT ELEVATED HIGHWAYS
(SIC 161)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
TOTAL ALL OCCUPATIONS		1,633	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	64	3.9				
Financial Managers	13002	13	0.8	21	16	10	33.3
General Managers and Top Executives	19005	15	0.9	15	17	13	27.7
All Other Managers and Administrators	19999	36	2.2	NA	-	-	NA
PROFESSIONAL, PARAPROFESSIONAL AND TECHNICAL OCCUPATIONS	20000-39999	45	2.8				
All Other Management Support Workers	21999	1	0.1	NA	-	-	NA
All Other Engineers	22199	13	0.8	NA	-	-	NA
All Other Engineering and Related Technicians and Technologists	22599	31	1.9	NA	-	-	NA
SALES OCCUPATIONS	40000-49999	18	1.1	NA	-	-	NA
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	120	7.3				
Bookkeeping, Accounting and Auditing Clerks	55338	16	1.0	20	19	13	44.4
Payroll and Timekeeping Clerks	55341	11	0.7	18	13	9	33.3
General Office Clerks	55347	35	2.1	32	46	24	38.8
All Other Office Machine Operators	56099	4	0.2	NA	-	-	NA
Stock Clerks-Stockroom, Warehouse or Storage Yard	58023	10	0.6	17	12	8	16.6
All Other Material Recording, Scheduling and Distributing Workers	58099	12	0.7	NA	-	-	NA
All Other Clerical and Administrative Support Workers	59999	32	2.0	NA	-	-	NA
SERVICE OCCUPATIONS	60000-69999	47	2.9				
Crossing Guards	63044	36	2.2	18	42	30	16.6

STAFFING PATTERNS
HIGHWAY AND STREET CONSTRUCTION, EXCEPT ELEVATED HIGHWAYS
(SIC 161)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
All Other Cleaning and Building Service Workers	67099	5	0.3	NA	-	-	NA
All Other Service Workers	69999	6	0.4	NA	-	-	NA
AGRICULTURAL, FORESTRY, FISHING AND RELATED OCCUPATIONS	70000-79999	27	1.7	NA	-	-	NA
PRODUCTION, CONSTRUCTION, OPERATING, MAINTENANCE AND MATERIAL HANDLING OCCUPATIONS	80000-98999	1,312	80.3				
First Line, Supervisors and Manager/Supervisors-Construction Trades and Extractive Workers	81005	71	4.3	24	88	54	50.0
First Line Supervisors and Manager/Supervisors-Helpers, Laborers and Material Movers, Hand	81017	30	1.8	28	38	22	16.6
All Other First Line Supervisors and Manager/Supervisors-Production, Construction, Maintenance and Related	81099	7	0.4	NA	-	-	NA
All Other Inspectors, Testers, and Related Occupations	83099	3	0.2	NA	-	-	NA
Bus and Truck Mechanics, and Diesel Specialists	85311	31	1.9	29	40	22	22.2
Mobile Heavy Equipment Mechanics, Except Engines	85314	64	3.9	14	23	5	44.4
All Other Mechanics, Installers and Repairers	85999	28	1.7	NA	-	-	NA
Pipelayers	87508	60	3.7	23	74	46	33.3
Paving, Surfacing and Tamping Equipment Operators	87708	173	10.6	27	220	126	38.8
All Other Construction Trades Workers	87899	21	1.3	NA	-	-	NA
Earth Drillers, Except Oil and Gas	87902	16	1.0	28	21	11	22.2
All Other Extractive Workers, Except Helpers	87989	5	0.3	NA	-	-	NA

STAFFING PATTERNS
HIGHWAY AND STREET CONSTRUCTION, EXCEPT ELEVATED HIGHWAYS
(SIC 161)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
All Other Machine Operators and Tenders	92998	23	1.4	NA	-	-	NA
All Other Hand Workers	93999	3	0.2	NA	-	-	NA
All Other Plant and System Operators	95099	7	0.4	NA	-	-	NA
Truck Drivers, Heavy or Tractor Trailer	97102	319	19.5	7	341	297	66.6
Truck Drivers, Light-Include Delivery and Route Workers	97105	10	0.6	34	13	7	16.6
All Other Motor Vehicle Operators	97199	6	0.4	NA	-	-	NA
Excavating and Loading Machine Operators	97923	60	3.7	27	76	44	38.8
Grader, Dozer, and Scraper Operators	97938	103	6.3	10	113	93	66.6
All Other Material Moving Equipment Operators	97999	52	3.2	NA	-	-	NA
Helpers-All Other Construction Trades	98319	38	2.3	NA	-	-	NA
All Other Helpers, Laborers, and Material Movers, Hand	98999	182	11.2	NA	-	-	NA

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK
(SIC 17)

RANK	OES CODE	OCCUPATIONAL TITLE	MAY 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	87202	Electricians	808	7.1
2	87502	Plumbers and Pipefitters	735	6.5
3	87402	Painters and Paperhangers	614	5.4
4	87108	Drywall Installers	522	4.6
5	15017	Construction Managers	432	3.8
6	55100	Secretaries	393	3.5
7	55347	General Office Clerks	335	3.0
8	55338	Bookkeeping, Accounting, and Auditing Clerks	306	2.7
9	87302	Brick Masons	296	2.6
	97923	Excavating and Loading Machine Operators	296	2.6

THE FIVE MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	15017	Construction Managers	43.7
2	55338	Bookkeeping, Accounting, and Auditing Clerks	40.2
3	55100	Secretaries	34.5
4	55347	General Office Clerks	33.9
5	21902	Cost Estimators	27.6

STAFFING PATTERNS
CONSTRUCTION-SPECIAL TRADE CONTRACTORS
(SIC 17)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
TOTAL ALL OCCUPATIONS		11,301	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	645	5.7				
Financial Managers	13002	184	1.6	18	218	150	25.3
Construction Managers	15017	432	3.8	12	482	382	43.7
All Other Managers and Administrators	19999	29	0.3	NA	-	-	NA
PROFESSIONAL, PARA-PROFESSIONAL AND TECHNICAL OCCUPATIONS	20000-39999	410	3.6				
Accountants and Auditors	21114	103	0.9	21	125	81	13.2
Purchasing Agents	21308	30	0.2	35	41	29	6.9
Cost Estimators	21902	208	1.8	15	238	178	27.6
All Other Management Support Workers	21999	19	0.2	NA	-	-	NA
All Other Engineers	22199	19	0.2	NA	-	-	NA
All Other Engineering and Related Technicians and Technologists	22599	31	0.3	NA	-	-	NA
SALES OCCUPATIONS	40000-49999	276	2.5				
Sales Representatives, Except Scientific and Related Products or Services and Retail	49008	248	2.1	26	312	184	17.2
All other Sales and Related Workers	49999	28	0.4	NA	-	-	NA
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	1,225	10.8				
Secretaries	55100	393	3.5	29	507	279	34.5
Typists	55308	53	0.5	25	66	40	9.2
Bookkeeping, Accounting, and Auditing Clerks	55338	306	2.7	12	342	270	40.2
Payroll and Timekeeping Clerks	55341	61	0.5	26	78	44	10.3
General Office Clerks	55347	335	3.0	15	385	285	33.9
All Other Office Machine Operators	56099	5	*	NA	-	-	NA
Stock Clerks-Stockroom, Warehouse or Storage Yard	58023	59	0.5	29	76	42	12.1

STAFFING PATTERNS
CONSTRUCTION-SPECIAL TRADE CONTRACTORS
(SIC 17)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
All Other Material Recording, Scheduling, and Distributing Workers	58099	2	*	NA	-	-	NA
All Other Clerical and Administrative Support Workers	59999	11	0.1	NA	-	-	NA
SERVICE OCCUPATIONS	60000-69999	52	0.5	NA	-	-	NA
AGRICULTURAL, FORESTRY, FISHING, AND RELATED OCCUPATIONS	70000-79999	3	*	NA	-	-	NA
PRODUCTION, CONSTRUCTION, OPERATING, MAINTENANCE AND MATERIAL HANDLING OCCUPATIONS	80000-98999	8,690	76.9				
First Line Supervisors and Manager/Supervisors-Construction Trades and Extractive Workers	81005	355	3.1	14	377	333	6.3
All Other First Line Supervisors and Manager/Supervisors-Production, Construction, Maintenance and Related	81099	19	0.2	NA	-	-	NA
Maintenance Repairers, General Utility	85132	122	1.1	25	153	91	9.8
Mobile Heavy Equipment Mechanics, Except Engines	85314	61	0.5	26	77	45	4.6
All Other Electrical and Electronic Equipment Mechanics, Installers and Repairers	85799	181	1.6	NA	-	-	NA
Heating, Air Conditioning, and Refrigeration Mechanics and Installers	85902	212	1.9	27	268	156	9.8
All Other Mechanics, Installers and Repairers	85999	170	1.5	NA	-	-	NA
Drywall Installers	87108	522	4.6	29	673	371	6.3
Electricians	87202	808	7.1	12	906	710	12.6
Painters and Paperhangers	87402	614	5.4	13	696	532	9.2
Plumbers and Pipefitters	87502	735	6.5	12	821	649	17.8

STAFFING PATTERNS
CONSTRUCTION-SPECIAL TRADE CONTRACTORS
(SIC 17)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
All Other Construction Trades Workers	87899	1,842	16.3	NA	-	-	NA
All Other Extractive Workers, Except Helpers	87989	93	0.8	NA	-	-	NA
All Other Precision Metal Workers	89199	362	3.2	NA	-	-	NA
All Other Machine Operators and Tenders	92998	77	0.7	NA	-	-	NA
All Other Hand Workers	93999	63	0.6	NA	-	-	NA
All Other Plant and System Operators	95099	11	0.1	NA	-	-	NA
Truck Drivers, Heavy or Tractor Trailer	97102	185	1.6	29	240	130	8.6
Truck Drivers, Light-Include Delivery and Route Workers	97105	110	1.0	29	142	78	9.8
All Other Transportation and Related Workers	97899	10	0.1	NA	-	-	NA
Excavating and Loading Machine Operators	97923	296	2.6	18	349	243	12.1
Grader, Dozer, and Scraper Operators	97938	274	2.4	18	322	226	11.5
All other Material Moving Equipment Operators	97999	202	1.8	NA	-	-	NA
Helpers, Electricians and Powerline Transmission Installers	98313	279	2.5	19	333	225	6.3
Helpers, Plumbers, Pipefitters, and Steamfitters	98315	197	1.7	29	254	140	9.2
Helpers, All Other Construction Trades	98319	286	2.5	NA	-	-	NA
All Other Helpers, Laborers, and Material Movers, Hand	98999	604	5.4	NA	-	-	NA

* LESS THAN 0.05 PERCENT

FINANCE, INSURANCE AND REAL ESTATE

(SIC 60 -67)

The finance, insurance and real estate division is the smallest of the three divisions surveyd with 22,630 workers or 21.5 percent of the total industry employment.

The finance industry includes banks, credit agencies, security and commodity brokers and holding and other investment companies (SIC 60 - 62,67). Insurance includes insurance carriers, agents and brokers (SIC 63,64). Real estate owners, lessors, lessees, buyers, sellers, agents and developers are included in real estate (SIC 65). Those firms which do not specialize in any one of these fields, but are regularly engaged in some combination of real estate, insurance, loans, or the practice of law are classified in SIC 66.

Staffing patterns for finance, insurance and real estate showed that clerical, professional and technical, and sales occupations comprise 83.0 percent of the employment in this division. In the clerical group, tellers are the predominant occupation with 10.6 percent (2,397) of the total employment (22,630). Other jobs with a significant number of workers are: insurance sales agents and placers (1,065); insurance policy processing clerks (1,034); general office clerks (984) and bookkeeping, accounting and auditing clerks (958). Professional, paraprofessional and technical occupations account for 14.8 percent of the employment. Within this group, computer programmers dominate the workers with 17.7 percent followed by loan officers and counselors (13.9 percent) and underwriters (13.1 percent).

Our sample consisted of 529 units representing an employment of 16,429. Usable responses were received from 410 units or 77.5 percent of the units sampled. The reported employment was 13,690 or 83.3 percent of the employment in the sample.

THE FIFTEEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS IN FINANCE, INSURANCE AND REAL ESTATE

RANK	OES CODE	OCCUPATIONAL TITLE	APRIL-JUNE 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	53102	Tellers	2,397	10.6
2	43002	Sales Agents and Placers-Insurance	1,065	4.7
3	53314	Insurance Policy Processing Clerks	1,034	4.6
4	55347	General Office Clerks	984	4.3
5	55338	Bookkeeping, Accounting and Auditing Clerks	958	4.2
6	13002	Financial Managers	793	3.5
7	53121	Loan and Credit Clerks	659	2.9
8	51002	First Line Supervisors and Manager/Supervisors-Clerical and Administrative Support Occupations	611	2.7
9	25105	Computer Programmers	592	2.6
10	53105	New Account Clerks	508	2.2
11	85132	Maintenance Repairers, General Utility	507	2.2
12	56017	Data Entry Keyers, Except Composing	483	2.1
13	19005	General Managers and Top Executives	479	2.1
14	21108	Loan Officers and Counselors	467	2.1
15	67005	Janitors and Cleaners, Except Maids and Housekeeping Cleaners	453	2.0

STAFFING PATTERNS
FINANCE, INSURANCE AND REAL ESTATE
(SIC 60-67)

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF PERCENT
TOTAL ALL OCCUPATIONS		22,630	100.0
MANAGERS AND ADMINISTRATORS	10000-19999	1,999	8.8
Financial Managers	13002	793	3.5
Personnel, Training, and Labor Relations Managers	13005	72	0.3
Purchasing Managers	13008	20	0.1
Marketing, Advertising, and Public Relations Managers	13011	107	0.5
Administrative Services Managers	13014	72	0.3
Property and Real Estate Managers and Administrators	15011	52	0.2
Food Service and Lodging Managers	15026	15	0.1
General Managers and Top Executives	19005	479	2.1
All Other Managers and Administrators	19999	389	1.7
TOTAL			
PROFESSIONAL, PARAPROFESSIONAL and TECHNICAL OCCUPATIONS	20000-39999	3,349	14.8
Underwriters	21102	439	1.9
Credit Analysts	21105	130	0.6
Loan Officers and Counselors	21108	467	2.1
Accountants and Auditors	21114	178	0.8
Budget Analysts	21117	22	0.1
All Other Financial Specialists	21199	74	0.3
Purchasing Agents, Except Wholesale, Retail and Farm Products	21308	12	0.1
Special Agents, Insurance	21505	82	0.4
Personnel, Training, and Labor Relations Specialists	21511	68	0.3
Claims Examiners, Property and Casualty Insurance	21921	307	1.4
All Other Management Support Workers	21999	154	0.7
Safety Engineers, Except Mining	22132	16	0.1
All Other Engineering and Related Technicians and Technologists	22599	3	*
All Other Physical Scientists	24199	2	*
Systems Analysts, Electronic Data Processing	25102	216	1.0
Computer Programmers	25105	592	2.6
Computer Programmer Aides	25108	107	0.5

STAFFING PATTERNS
FINANCE, INSURANCE AND REAL ESTATE
(SIC 60-67)

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Operations and Systems Researchers and Analysts, Except Computer	25302	110	0.5
Statisticians	25312	14	0.1
Actuaries	25313	36	0.1
Financial Analysts	25315	21	0.1
All Other Social Scientists	27199	9	*
Lawyers	28108	16	0.1
Title Examiners and Abstractors	28311	46	0.2
All Other Legal Assistants and Technicians, Except Clerical	28399	10	*
All Other Health Professionals, Paraprofessionals and Technicians	32999	12	0.1
Public Relations Specialists and Publicity Writers	34008	38	0.1
All Other Professional, Paraprofessional and Technical Workers	39999	168	0.7
SALES OCCUPATIONS	40000-49999	2,493	11.0
First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	41002	441	1.9
Sales Agents and Placers-Insurance	43002	1,065	4.7
Brokers, Real Estate	43005	133	0.6
Sales Agents, Real Estate	43008	378	1.7
Appraisers, Real Estate	43011	97	0.4
Sales Agents, Securities, Commodities and Financial Services	43014	264	1.2
All Other Sales Representatives and Sales Persons, Service	43099	32	0.1
Cashiers	49023	44	0.2
All Other Sales and Related Workers	49999	20	0.1
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	12,951	57.2
First Line Supervisors and Manager/Supervisors-Clerical and Administrative Support Occupations	51002	611	2.7
Tellers	53102	2,397	10.6
New Accounts Clerks	53105	508	2.2
Transit Clerks	53108	98	0.4
Loan Interviewers	53111	99	0.4
Credit Checkers	53117	117	0.5

STAFFING PATTERNS
FINANCE, INSURANCE AND REAL ESTATE
(SIC 60-67)

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Loan and Credit Clerks	53121	659	2.9
Adjustment Clerks	53123	69	0.3
Statement Clerks	53126	252	1.1
Brokerage Clerks	53128	70	0.3
Insurance Adjusters, Examiners, and Investigators	53302	385	1.7
Insurance Appraisers, Auto Damage	53305	21	0.1
Insurance Examining Clerks	53308	41	0.2
Insurance Claims Clerks	53311	214	0.9
Insurance Policy Processing Clerks	53314	1,034	4.6
Bill and Account Collectors	53508	155	0.7
Real Estate Clerks	53914	62	0.3
Secretaries	55100	314	1.4
All Other Secretaries	55199	700	3.1
Stenographers	55302	38	0.2
Receptionists and Information Clerks	55305	273	1.2
Typists	55308	264	1.2
Typists, Word Processing	55311	147	0.6
Personnel Clerks, Except Payroll and Timekeeping	55314	55	0.2
Correspondence Clerks	55317	15	0.1
File Clerks	55321	435	1.9
Statistical Clerks	55328	91	0.4
Bookkeeping, Accounting and Auditing Clerks	55338	958	4.2
Payroll and Timekeeping Clerks	55341	63	0.3
Billing, Cost and Rate Clerks	55344	185	0.8
General Office Clerks	55347	984	4.3
Billing, Posting, and Calculating Machine Operators	56002	110	0.5
Duplicating Machine Operators	56005	11	*
Mail Machine Operators, Preparation and Handling	56008	26	0.1
Computer Operators, Except Peripheral Equipment	56011	219	1.0
Peripheral EDP Equipment Operators	56014	46	0.2
Data Entry Keyers, Except Composing	56017	483	2.1
All Other Office Machine Operators	56099	24	0.1
Switchboard Operators	57102	140	0.6
Mail Clerks, Except Mail Machine Operators and Postal Service	57302	145	0.6
Messengers	57311	114	0.5
Stock Clerks-Stock Room, Warehouse or Storage Yard	58023	54	0.2

STAFFING PATTERNS

FINANCE, INSURANCE AND REAL ESTATE
(SIC 60-67)

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
All Other Material Recording, Scheduling, and Distributing Workers	58099	26	0.1
All Other Clerical and Administrative Support Workers	59999	239	1.1
SERVICE OCCUPATIONS	60000-69999	773	3.4
First Line Supervisors and Manager/Supervisors-Service	61000	49	0.2
Guards and Watch Guards	63047	67	0.3
All Other Protective Service Workers	63099	7	*
Food and Beverage Preparation and Service Occupations	65000	63	0.3
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	67005	453	2.0
Elevator Operators	67011	22	0.1
All Other Cleaning and Building Service Workers, Except Private Households	67099	69	0.3
All Other Service Workers	69999	43	0.2
AGRICULTURAL, FORESTRY, FISHING, AND RELATED WORKERS	70000-79999	269	1.3
Gardeners and Groundskeepers, Except Farm	79014	269	1.3
PRODUCTION, CONSTRUCTION, OPERATING, MAINTENANCE, AND MATERIAL HANDLING OCCUPATIONS	80000-98999	796	3.5
First Line Supervisors and Manager/Supervisors-Construction Trades, and Extractive Workers	81005	10	*
All Other First Line Supervisors and Manager/Supervisors-Production, Construction, Maintenance and Related	81099	8	*
Maintenance Repairers, General Utility	85132	507	2.2
All Other Mechanics, Installers, and Repairers	85999	3	*
Carpenters	87102	86	0.4
Painters and Paperhangers	87402	66	0.3
Plumbers and Pipefitters	87502	15	0.1

STAFFING PATTERNS
FINANCE, INSURANCE AND REAL ESTATE
(SIC 60-67)

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
All Other Construction and Extractive Workers, Except Helpers	87999	12	0.1
Job Printers	89705	20	0.1
All Other Precision Workers	89999	7	*
Hand Working Occupations, Including Assemblers and Fabricators	93000	18	0.1
All Other Transportation and Material Moving Equipment Operators	97989	17	0.1
All Other Helpers, Laborers, and Material Movers, Hand	98999	27	0.1

* LESS THAN 0.05 PERCENT

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK (SIC 60)

RANK	OES CODE	OCCUPATIONAL TITLE	MAY 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	53102	Tellers	2,000	28.6
2	53121	Loan and Credit Clerks	458	6.6
3	53105	New Accounts Clerks	434	6.2
4	55338	Bookkeeping, Accounting and Auditing Clerks	348	5.0
5	13002	Financial Managers	316	4.5
6	21108	Loan Officers and Counselors	274	3.9
	55347	General Office Clerks	274	3.9
8	51002	First Line Supervisors and Manager/Supervisors-Clerical and Administrative Support Occupations	227	3.2
9	53126	Statement Clerks	220	3.1
10	19005	General Managers and Top Executives	207	3.0

THE FIVE MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	53102	Tellers	100.0
2	53105	New Accounts Clerks	97.8
3	53121	Loan and Credit Clerks	89.1
4	13002	Financial Managers	84.8
5	55338	Bookkeeping, Accounting and Auditing Clerks	80.4

STAFFING PATTERNS
BANKING
(SIC 60)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
TOTAL OCCUPATIONS		6,986	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	748	10.7				
Financial Managers	13002	316	4.5	20	380	252	84.8
Personnel, Training, and Labor Relations Managers	13005	35	0.5	22	43	27	43.5
Purchasing Managers	13008	11	0.1	45	16	6	17.4
Marketing, Advertising, and Public Relations Managers	13011	35	0.5	23	43	27	39.1
General Managers and Top Executives	19005	207	3.0	22	253	161	54.3
All Other Managers and Administrators	19999	144	2.1	NA	-	-	NA
PROFESSIONAL, PARA-PROFESSIONAL AND TECHNICAL OCCUPATIONS	20000-39999	643	9.2				
Loan Officers and Counselors	21108	274	3.9	13	310	238	67.4
Accountants and Auditors	21114	71	1.0	20	85	57	47.8
All Other Financial Specialists	21199	127	1.8	NA	-	-	NA
Personnel, Training, and Labor Relations Specialists	21511	21	0.3	25	30	20	23.9
All Other Management Support Workers	21999	66	0.9	NA	-	-	NA
Systems Analysts, Electronic Data Processing	25102	22	0.3	27	28	16	19.6
Computer Programmers	25105	19	0.3	37	26	12	15.2
All Other Mathematical Scientists	25319	5	0.1	NA	-	-	NA
All Other Social Scientists	27199	3	*	NA	-	-	NA
All Other Professional, Paraprofessional and Technical Workers	39999	35	0.5	NA	-	-	NA
SALES OCCUPATIONS	40000-49999	87	1.3				
First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	41002	33	0.4	10	36	30	19.6
Appraisers, Real Estate	43011	13	0.2	16	15	11	13.0

STAFFING PATTERNS
BANKING
(SIC 60)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
Sales Agents, Securities, Commodities, and Financial Services	43014	32	0.4	7	34	30	19.6
All Other Sales Representatives and Salespersons, Service	43099	5	0.2	NA	-	-	NA
All Other Sales and Related Workers	49999	4	0.1	NA	-	-	NA
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	5,297	75.8				
First Line, Supervisors and Manager/Supervisors-Clerical and Administrative Support Occupations	51002	227	3.2	14	258	196	54.3
Tellers	53102	2,000	28.6	4	2,071	1,929	100.0
New Accounts Clerks	53105	434	6.2	9	473	395	97.8
Transit Clerks	53108	94	1.3	26	118	70	37.0
Loan Interviewers	5311[illegible]	76	1.1	22	93	59	39.1
Credit Checkers	53117	93	1.3	27	118	68	47.8
Loan and Credit Clerks	53121	458	6.6	12	511	405	89.1
Adjustment Clerks	53123	52	0.7	8	56	48	21.7
Statement Clerks	53126	220	3.1	26	276	164	58.7
Brokerage Clerks	53128	36	0.5	20	43	29	17.4
Bill and Account Collectors	53508	51	0.7	19	60	42	39.1
Secretaries	55100	183	2.6	14	209	157	73.9
Receptionists and Information Clerks	55305	60	0.9	18	71	49	43.5
Typists	55308	15	0.2	49	22	8	15.2
Typists, Word Processor	55311	32	0.5	23	39	25	28.3
Personnel Clerks	55314	19	0.3	36	26	12	23.9
File Clerks	55321	86	1.2	24	107	65	30.4
Bookkeeping, Accounting, and Auditing Clerks	55338	348	5.0	17	409	287	80.4
Payroll and Timekeeping Clerks	55341	18	0.3	40	25	11	23.9
General Office Clerks	55347	274	3.9	19	326	222	52.2
Computer Operators	56011	88	1.3	24	109	67	37.0
Peripheral EDP Equipment Operators	56014	16	0.2	49	24	8	13.0
Data Entry Keyers	56017	80	1.1	25	100	60	34.8
All other Office Machine Operators	56099	69	1.0	NA	-	-	NA
Switchboard Operators	57102	81	1.2	18	96	66	63.0
Mail Clerks, Except Mail Machine Operators and Postal Service	57302	18	0.3	29	23	13	21.7
Messengers	57311	75	1.1	18	88	62	56.5

STAFFING PATTERNS
BANKING
(SIC 60)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
Stock Clerks-Stockroom, Warehouse or Storage Yard	58023	14	0.2	9	15	13	17.4
All Other Material Recording, Scheduling, and Distributing Workers	58099	1	*	NA	-	-	NA
All Other Clerical and Administrative Support Workers	59999	79	1.1	NA	-	-	NA
SERVICES OCCUPATIONS	60000-69999	205	2.9				
Guards and Watch Guards	63047	14	0.2	14	16	12	19.6
Janitors and Cleaners	67005	148	2.1	20	178	118	56.5
All Other Cleaning and Building Service Workers, Except Private Households	67099	12	0.2	NA	-	-	NA
All Other Service Workers	69999	31	0.4	NA	-	-	NA
AGRICULTURAL, FORESTRY, FISHING, AND RELATED OCCUPATIONS	70000-79999	2	*	NA	-	-	NA
PRODUCTION, CONSTRUCTION, OPERATING, MAINTENANCE AND MATERIAL HANDLING OCCUPATIONS	80000-98999	4	0.1	NA	-	-	NA

* LESS THAN 0.05 PERCENT

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK (SIC 61)

RANK	OES CODE	OCCUPATIONAL TITLE	MAY 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	53102	Tellers	397	21.8
2	53121	Loan and Credit Clerks	156	8.6
	13002	Financial Managers	156	8.6
4	55347	General Office Clerks	111	6.1
5	21108	Loan Officers and Counselors	84	4.6
6	51102	First Line Supervisors and Manager/Supervisors-Clerical and Administrative Support Occupations	77	4.2
7	53105	New Accounts Clerks	74	4.1
8	43014	Sales Agents, Securities, Commodities, and Financial Services	52	2.9
9	55338	Bookkeeping, Accounting, and Auditing Clerks	51	2.8
10	55100	Secretaries	48	2.6

THE FIVE MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	13002	Financial Managers	90.9
2	53121	Loan and Credit Clerks	56.4
3	53102	Tellers	50.9
4	55100	Secretaries	36.4
5	55338	Bookkeeping, Accounting and Auditing Clerks	34.5

STAFFING PATTERNS
CREDIT AGENCIES OTHER THAN BANKS
(SIC 61)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
TOTAL OCCUPATIONS		1,820	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	255	14.0				
Financial Managers	13002	156	8.6	7	167	145	90.9
Personnel, Training, and Labor Relations Managers	13005	10	0.5	43	14	6	5.5
Marketing, Advertising, and Public Relations Managers	13011	10	0.5	21	12	8	9.1
General Managers and Top Executives	19005	37	2.0	14	42	32	12.7
All Other Managers and Administrators	19999	42	2.3	NA	-	-	NA
PROFESSIONAL, PARA-PROFESSIONAL, AND TECHNICAL OCCUPATIONS	20000-39999	220	12.1				
Credit Analysts	21105	50	2.7	36	68	32	29.1
Loan Officers and Counselors	21108	84	4.6	19	100	68	18.2
Accountants and Auditors	21114	30	1.6	15	34	26	25.5
All Other Financial Specialists	21199	18	1.0	NA	-	-	NA
All Other Management Support Workers	21999	13	0.7	NA	-	-	NA
All Other Professional, Paraprofessional and Technical Workers	39999	25	1.4	NA	-	-	NA
SALES OCCUPATIONS	40000-49999	95	5.2				
Sales Agents, Securities, Commodities, and Financial Services	43014	52	2.9	21	63	41	20.0
All Other Sales Representatives and Sales Persons-Service	43099	17	0.9	NA	-	-	NA
Cashiers	49023	26	1.4	45	38	14	10.9
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	1,212	66.6				
First Line Supervisors and Manager/Supervisors-Clerical and Administrative Support Occupations	51002	77	4.2	9	84	70	20.0

STAFFING PATTERNS
CREDIT AGENCIES OTHER THAN BANKS
(SIC 61)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
Tellers	53102	397	21.8	5	417	377	50.9
New Accounts Clerks	53105	74	4.1	12	83	65	30.9
Loan Interviewers	53111	23	1.3	44	33	13	5.5
Credit Checkers	53117	24	1.3	36	33	15	12.7
Loan and Credit Clerks	53121	156	8.6	11	173	139	56.4
Statement Clerks	53126	32	1.8	19	38	26	16.4
Bill and Account Collectors	53508	33	1.8	29	43	23	12.7
Secretaries	55100	48	2.6	13	54	42	36.4
Receptionists and Information Clerks	55305	31	1.7	13	35	27	21.8
Typists	55308	10	0.5	33	13	7	9.1
File Clerks	55321	31	1.7	17	36	26	14.5
Bookkeeping, Accounting and Auditing Clerks	55338	51	2.8	10	56	46	34.5
General Office Clerks	55347	111	6.1	20	133	89	29.1
Computer Operators	56011	14	0.8	33	19	9	9.1
Data Entry Keyers	56017	14	0.8	39	20	8	5.5
All Other Office Machine Operators	56099	13	0.7	NA	-	-	NA
Switchboard Operators	57102	11	0.6	14	13	9	14.5
All Other Material Recording, Scheduling, and Distributing Workers	58099	13	0.7	NA	-	-	NA
All Other Clerical and Administrative Support Workers	59999	49	2.7	NA	-	-	NA
SERVICES OCCUPATIONS	60000-69999	31	1.7				
Janitors and Cleaners	67005	20	1.1	16	23	17	25.5
All Other Cleaning and Building Service Workers, Except Private Households	67099	4	0.2	NA	-	-	NA
All Other Service Workers	69999	7	0.4	NA	-	-	NA
PRODUCTION, CONSTRUCTION, OPERATING, MAINTENANCE AND MATERIAL HANDLING OCCUPATIONS	80000-98999	7	0.4	NA	-	-	NA

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK (SIC 63)

RANK	OES CODE	OCCUPATIONAL TITLE	MAY 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	53314	Insurance Policy Processing Clerks	566	7.7
2	25105	Computer Programmers	537	7.3
3	43002	Sales Agents and Placers, Insurance	451	6.2
4	55347	General Office Clerks	359	4.9
5	56017	Data Entry Keyers	323	4.4
6	21921	Claims Examiners, Property and Casualty Insurance	295	4.0
7	53302	Insurance Adjusters, Examiners, and Investigators	286	3.9
8	55321	File Clerks	285	3.9
9	51002	First Line Supervisors and Manager/Supervisors-Clerical and Administrative Support Occupations	259	3.5
10	55338	Bookkeeping, Accounting and Auditing Clerks	218	3.0

THE SIX MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	53302	Insurance Adjusters, Examiners, and Investigators	50.0
2	21102	Underwriters	41.6
	41002	First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	41.6
	55305	Receptionists and Information Clerks	41.6
	55308	Typists	41.6
	55347	General Office Clerks	41.6

STAFFING PATTERNS
INSURANCE
SIC (63)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
TOTAL OCCUPATIONS		7,310	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	509	7.0				
Financial Managers	13002	52	0.7	19	62	42	38.8
Personnel, Training, and Labor Relations Managers	13005	18	0.2	27	23	13	22.2
Marketing, Advertising, and Public Relations Managers	13011	41	0.6	11	46	36	22.2
Administrative Services Managers	13014	29	0.4	6	31	27	16.6
General Managers and Top Executives	19005	192	2.6	15	220	164	27.7
All Other Managers and Administrators	19999	177	2.5	NA	-	-	NA
PROFESSIONAL, PARA-PROFESSIONAL AND TECHNICAL OCCUPATIONS	20000-39999	1,996	27.3				
Underwriters	21102	212	2.9	13	240	184	41.6
Accountants and Auditors	21114	109	1.5	12	122	96	38.8
Budget Analysts	21117	11	0.2	6	12	10	8.3
All Other Financial Specialists	21199	32	0.4	NA	-	-	NA
Special Agents, Insurance	21505	60	0.8	36	82	38	36.1
Personnel, Training and Labor Relations Specialists	21511	33	0.5	18	39	27	16.6
Claims Examiners, Property and Casualty Insurance	21921	295	4.0	24	365	225	16.6
All other Management Support Workers	21999	68	0.9	NA	-	-	NA
Safety Engineers, Except Mining	22132	16	0.2	31	21	11	8.3
All other Engineering and Related Technicians and Technologists	22599	2	*	NA	-	-	NA
Systems Analysts, Electronic Data Processing	25102	171	2.3	10	188	154	22.2
Computer Programmers	25105	537	7.3	17	629	445	27.7
Computer Programmer Aides	25108	89	1.2	20	107	71	13.8
Operations and Systems Researchers and Analysts, Except Computer	25302	98	1.3	14	112	84	13.8
Statisticians	25312	14	0.2	19	17	11	11.1

STAFFING PATTERNS
INSURANCE
SIC (63)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
Actuaries	25313	36	0.5	11	40	32	16.6
All Other Mathematical Scientists	25319	17	0.2	NA	-	-	NA
All Other Social Scientists	27199	6	0.1	NA	-	-	NA
All Other Legal Assistants and Technicians, Except Clerical	28399	4	0.1	NA	-	-	NA
All Other Health Professionals, Paraprofessionals and Technicians	32999	12	0.2	NA	-	-	NA
All Other Professionals, Paraprofessionals and Technicians	39999	174	2.4	NA	-	-	NA
SALES OCCUPATIONS	40000-49999	575	7.9				
First Line Supervisors and Manager/Supervisors- Sales and Related Occupations	41002	98	1.3	19	117	79	41.6
Sales Agents and Placers, Insurance	43002	451	6.2	28	577	325	33.3
All other Sales Representatives and Salespersons-Service	43099	19	0.3	NA	-	-	NA
All Other Sales and Related Workers	49999	7	0.1	NA	-	-	NA
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	4,023	55.0				
First Line Supervisors and Manager/Supervisors-Clerical and Administrative Support Occupations	51002	259	3.5	8	280	238	25.0
Insurance Adjusters, Examiners, and Investigators	53302	286	3.9	33	381	191	50.0
Insurance Appraisers, Auto Damage	53305	20	0.3	27	25	15	19.4
Insurance Claims Clerks	53311	117	1.6	18	138	96	38.8
Insurance Policy Processing Clerks	53314	566	7.7	13	641	491	38.8
All Other Secretaries	55199	347	4.7	NA	-	-	NA
Stenographers	55302	20	0.3	28	26	14	8.3
Receptionists and Information Clerks	55305	36	0.5	18	42	30	41.6
Typists	55308	198	2.7	10	218	178	41.6
Typists, Word Processor	55311	53	0.7	17	62	44	33.3
Personnel Clerks	55314	25	0.4	14	28	22	22.2

STAFFING PATTERNS
INSURANCE
SIC (63)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
File Clerks	55321	285	3.9	4	298	272	38.8
Statistical Clerks	55328	90	1.2	13	102	78	19.4
Bookkeeping, Accounting and Auditing Clerks	55338	218	3.0	6	231	205	36.1
Billing, Cost and Rate Clerks	55344	170	2.3	14	193	147	27.7
General Office Clerks	55347	359	4.9	5	378	340	41.6
Billing, Posting and Calculating Machine Operators	56002	44	0.6	39	61	27	8.3
Mail Machine Operators, Preparation and Handling	56008	21	0.3	20	25	17	13.8
Computer Operators	56011	75	1.0	12	84	66	19.4
Peripheral EDP Equipment Operators	56014	13	0.2	47	19	7	11.1
Data Entry Keyers	56017	323	4.4	19	385	261	25.0
All Other Office Machine Operators	56099	13	0.2	NA	-	-	NA
Switchboard Operators	57102	21	0.3	10	12	8	30.5
Mail Clerks, Except Mail Machine Operators and Postal Service	57302	103	1.4	23	126	80	30.5
Messengers	57311	18	0.2	12	20	16	11.1
Stock Clerks, Stockroom, Warehouse or Storage Yard	58023	33	0.5	11	37	29	16.6
All Other Material Recording, Scheduling, and Distributing Workers	58099	25	0.4	NA	-	-	NA
All Other Clerical and Administrative Support Workers	59999	285	3.9	NA	-	-	NA
SERVICE OCCUPATIONS	60000-69999	120	1.7				
First Line Supervisors and Manager/Supervisors-Service	61000	14	0.2	37	19	9	8.3
Guards and Watch Guards	63047	22	0.3	14	25	19	8.3
All Other Protective Service Workers	63099	7	0.1	NA	-	-	NA
Janitors and Cleaners	67005	51	0.7	7	54	48	16.6
All Other Cleaning and Building Service Workers	67099	6	0.1	NA	-	-	NA
All Other Service Workers	69999	20	0.3	NA	-	-	NA

STAFFING PATTERNS
INSURANCE
SIC (63)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
AGRICULTURAL, FORESTRY, FISHING, AND RELATED OCCUPATIONS	70000-79999	3	*	NA	-	-	NA
PRODUCTION, CONSTRUCTION, OPERATING, MAINTENANCE AND MATERIAL HANDLING OCCUPATIONS	80000-98999	84	1.1				
All Other First Line Supervisors and Manager/Supervisors-Production, Construction, Maintenance and Related	81099	7	0.1	NA	-	-	NA
Maintenance Repairers, General Utility	85132	19	0.3	22	23	15	11.1
All Other Mechanics, Installers and Repairers	85999	3	*	NA	-	-	NA
All Other Construction and Extractive Workers, Except Helpers	87999	11	0.1	NA	-	-	NA
Job Printers	89705	20	0.3	16	23	17	13.8
All Other Precision Workers	89999	24	0.3	NA	-	-	NA

* LESS THAN 0.05 PERCENT

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK (SIC 64)

RANK	OES CODE	OCCUPATIONAL TITLE	MAY 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	43002	Sales Agents and Placers, Insurance	562	24.3
2	53314	Insurance Policy Processing Clerks	459	19.8
3	21102	Underwriters	196	8.5
4	55338	Bookkeeping, Accounting and Auditing Clerks	149	6.4
5	41002	First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	116	5.0
6	55347	General Office Clerks	99	4.3
7	53302	Insurance Adjusters, Examiners, and Investigators	98	4.2
8	53311	Insurance Claims Clerks	97	4.2
9	13002	Financial Managers	90	3.9
10	55305	Receptionists and Information Clerks	55	2.4

THE FIVE MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	43002	Sales Agents and Placers, Insurance	81.0
2	53314	Insurance Policy Processing Clerks	62.0
3	55338	Bookkeeping, Accounting and Auditing Clerks	57.0
4	41002	First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	38.0
5	53311	Insurance Claims Clerks	37.0

STAFFING PATTERNS
INSURANCE AGENTS, BROKERS AND SERVICE
(SIC 64)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
TOTAL OCCUPATIONS		2,314	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	119	5.1				
Financial Managers	13002	90	3.9	13	102	78	36.0
All Other Managers and Administrators	19999	29	1.2	NA	-	-	NA
PROFESSIONAL, PARAPROFESSIONAL AND TECHNICAL OCCUPATIONS	20000-39999	249	-10.8				
Underwriters	21102	196	8.5	15	225	167	26.0
All Other Financial Specialists	21199	9	0.4	NA	-	-	NA
Special Agents, Insurance	21505	22	1.0	18	26	18	7.0
Claims Examiners, Property and Casualty Insurance	21921	12	0.5	22	15	9	4.0
All Other Management Support Workers	21999	9	0.4	NA	-	-	NA
All Other Professional, Paraprofessional and Technical Workers	39999	1	*	NA	-	-	NA
SALES OCCUPATIONS	40000-49999	686	29.6				
First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	41002	116	5.0	11	129	103	38.0
Sales Agents and Placers, Insurance	43002	562	24.3	5	590	534	81.0
All Other Sales Representatives and Salespersons-Service	43099	7	0.3	NA	-	-	NA
All Other Sales and Related Workers	49999	1	*	NA	-	-	NA
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	1,231	53.2				
First Line Supervisors and Manager/Supervisors-Clerical and Administrative Support Occupations	51002	16	0.7	16	18	14	3.0

STAFFING PATTERNS
INSURANCE AGENTS, BROKERS AND SERVICE
(SIC 64)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
Insurance Adjusters, Examiners, and Investigators	53302	98	4.2	22	120	76	12.0
Insurance Claims Clerks	53111	97	4.2	9	106	88	37.0
Insurance Policy Processing Clerks	53314	459	19.8	8	495	423	62.0
All Other Secretaries	55199	108	4.7	NA	-	-	NA
Receptionists and Information Clerks	55305	55	2.4	13	62	48	27.0
Typists	55308	26	1.1	29	34	18	9.0
Typists, Word Processor	55311	31	1.3	21	38	24	12.0
File Clerks	55321	33	1.4	19	39	27	15.0
Bookkeeping, Accounting and Auditing Clerks	55338	149	6.4	7	159	139	57.0
General Office Clerks	55347	99	4.3	18	117	81	20.0
Billing, Posting and Calculating Machine Operators	56002	14	0.6	35	19	9	5.0
All Other Office Machine Operators	56099	3	0.1	NA	-	-	NA
All Other Clerical and Administrative Support Workers	59999	43	1.9	NA	-	-	NA
SERVICE OCCUPATIONS	60000-69999	25	1.1				
Janitors and Cleaners	67005	23	1.0	28	30	16	7.0
All Other Cleaning and Building Service Workers	67099	2	0.1	NA	-	-	NA
PRODUCTION, CONSTRUCTION, OPERATING, MAINTENANCE AND MATERIAL HANDLING OCCUPATIONS	80000-98999	4	0.2	NA	-	-	NA

* LESS THAN 0.05 PERCENT

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK (SIC 65)

RANK	OES CODE	OCCUPATIONAL TITLE	MAY 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	85132	Maintenance Repairers, General Utility	474	14.9
2	43008	Sales Agents, Real Estate	368	11.6
3	79014	Gardeners and Groundskeepers, Except Farm	264	8.3
4	67005	Janitors and Cleaners, Except Maids and Housekeeping Cleaners	202	6.3
5	41002	First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	164	5.2
6	55338	Bookkeeping, Accounting and Auditing Clerks	144	4.5
7	43005	Brokers, Real Estate	124	3.9
8	55347	General Office Clerks	121	3.8
9	13002	Financial Managers	117	3.7
10	87102	Carpenters	85	2.7

THE FIVE MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	85132	Maintenance Repairers, General Utility	49.0
2	55338	Bookkeeping, Accounting and Auditing Clerks	33.6
3	13002	Financial Managers	30.1
4	41002	First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	29.4
5	67005	Janitors and Cleaners, Except Maids and Housekeeping Cleaners	25.9

STAFFING PATTERNS

REAL ESTATE
(SIC 65)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
TOTAL OCCUPATIONS		3,181	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	243	7.6				
Financial Managers	13002	117	3.7	12	131	103	30.1
Property and Real Estate Managers and Administrators	15011	46	1.4	22	56	36	7.7
All Other Managers and Administrators	19999	80	2.5	NA	-	-	NA
PROFESSIONAL, PARA-PROFESSIONAL AND TECHNICAL OCCUPATIONS	20000-39999	90	2.8				
Accountants and Auditors	21114	30	0.9	26	38	22	9.1
All Other Management Support Workers	21199	5	0.2	NA	-	-	NA
Title Examiners and Abstractors	28311	46	1.4	19	55	37	2.8
All Other Legal Assistants and Technicians, Except Clerical	28399	6	0.2	NA	-	-	NA
All Other Professional, Paraprofessional and Technical Workers	39999	3	0.1	NA	-	-	NA
SALES OCCUPATIONS	40000-49999	749	23.6				
First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	41002	164	5.2	14	187	141	29.4
Brokers, Real Estate	43005	124	3.9	17	145	103	18.2
Sales Agents, Real Estate	43008	368	11.6	16	427	309	16.8
All Other Sales Representatives and Salespersons, Service	43099	88	2.8	NA	-	-	NA
All Other Sales and Related Workers	49999	5	0.1	NA	-	-	NA
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	760	23.9				
Real Estate Clerks	53914	59	1.9	19	70	48	11.9
All Other Secretaries	55199	235	7.4	NA	-	-	NA

STAFFING PATTERNS
REAL ESTATE
(SIC 65)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
Receptionists and Information Clerks	55305	71	2.2	19	85	57	18.2
Typists, Word Processor	55311	18	0.6	30	23	13	4.9
Bookkeeping, Accounting and Auditing Clerks	55338	144	4.5	12	161	127	33.6
Payroll and Timekeeping Clerks	55341	19	0.6	26	24	14	6.3
General Office Clerks	55347	121	3.8	14	137	105	23.1
All Other Office Machine Operators	56099	9	0.3	NA	-	-	NA
All Other Material Recording, Scheduling, and Distributing Workers	58099	11	0.3	NA	-	-	NA
All Other Clerical and Administrative Support Workers	59999	73	2.3	NA	-	-	NA
SERVICE OCCUPATIONS	60000-69999	383	12.0				
All Other Protective Service Workers	63099	31	1.0	NA	-	-	NA
Food and Beverage Preparation and Service Occupations	65000	31	1.0	25	39	23	2.1
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	67005	202	6.3	15	232	172	25.9
All Other Cleaning and Building Service Workers, Except Private Households	67099	67	2.1	NA	-	-	NA
All Other Service Workers	69999	52	1.6	NA	-	-	NA
AGRICULTURAL, FORESTRY, FISHING, AND RELATED OCCUPATIONS	70000-79999	264	8.3				
GARDENERS AND GROUNDSKEEPERS, EXCEPT FARM	79014	264	8.3	17	309	219	24.5
PRODUCTION, CONSTRUCTION, OPERATING MAINTENANCE AND MATERIAL HANDLING OCCUPATIONS	80000-98999	692	21.8				

STAFFING PATTERNS
REAL ESTATE
(SIC 65)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
All Other First Line Supervisors and Manager/Supervisors-Production, Construction, Maintenance and Related	81099	11	0.3	NA	-	-	NA
Maintenance Repairers, General Utility	85132	474	14.9	9	517	431	49.0
Carpenters	87102	85	2.7	28	103	62	11.9
Printers and Paperhangers	87402	64	2.0	32	85	43	9.1
All Other Construction and Extractive Workers, Except Helpers	87999	18	0.6	NA	-	-	NA
All Other Transportation and Material Moving Equipment Operators	97989	13	0.4	NA	-	-	NA
All Other Helpers, Laborers, and Material Movers, Hand	98999	27	0.9	NA	-	-	NA

SERVICES
(SIC 70 - 89)
INDUSTRIES 806 AND 82 EXCLUDED

The services division is the largest and most diverse of the three divisions surveyed. Establishments in the services division provide personal, business and professional services. Personal services include motels, laundries and barber shops while business services include advertising agencies, credit reporting agencies, management consulting agencies, repair firms and detective agencies (SIC 70 - 79). Professional services include medical and other health services, legal services, museums, art galleries and botanical and zoological gardens. Also included are nonprofit membership organizations, engineering and architectural services, and consulting, accounting, auditing and bookkeeping services (SIC 80 - 89).

In the second quarter of 1984, there were approximately 59,223 workers employed in this division. The service occupations was the dominant occupational category with 17,646 workers or 29.8 percent of the total division employment. The next two largest categories were professional, paraprofessional and technical, and clerical with 27.8 and 20.7 percent of the total division employment respectively. Within the service division, the dominant occupation was janitors and cleaners with 2,425 workers or 4.1 percent of the total division employment. Nursing aides, orderlies and attendants combined with registered nurses accounted for 4,354 workers or 7.4 percent of the total division employment.

More than one out of every two New Hampshire workers in the selected non-manufacturing division are employed in the service industries. Service employment increased from 1979 to 1984 by 34.0 percent compared to 20.5 and 23.6 percent for the mining and construction and finance, insurance and real estate divisions respectively. (See appendix). Within the service industry, business services and social services showed employment growth rates of 75.9 and 60.6 percent respectively.

Our sample consisted of 1,626 units representing an employment of 39,080. Usable responses were received from 1,162 or 71.5 percent of the units sampled. The reported employment was 28,388 or 72.6 percent of the employment in the sample.

THE SEVENTEEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS IN SERVICES

RANK	OES CODE	OCCUPATIONAL TITLE	APRIL-JUNE 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	67005	Janitors and Cleaners, Except Maids and Housekeeping Cleaners	2,425	4.1
2	66008	Nursing Aides, Orderlies and Attendants	2,260	3.8
3	32502	Registered Nurses	2,094	3.5
4	65008	Waiters and Waitresses	1,595	2.7
5	67002	Maids and Housekeeping Cleaners	1,575	2.7
6	55338	Bookkeeping, Accounting and Auditing Clerks	1,379	2.3
7	55100	Secretaries	1,358	2.3
8	68005	Hairdressers, Hairstylists and Cosmetologists	1,132	1.9
9	55347	General Office Clerks	1,131	1.9
10	65005	Bartenders	1,064	1.8
11	55102	Legal Secretaries	1,032	1.7
12	28108	Lawyers	978	1.7
13	32102	Physicians and Surgeons	956	1.6
14	55305	Receptionists and Information Clerks	931	1.6
	63047	Guards and Watch Guards	931	1.6
16	13002	Financial Managers	841	1.4
17	65038	Food Preparation Workers	833	1.4

STAFFING PATTERNS
SERVICES
(SIC 70-79, 80-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
TOTAL ALL OCCUPATIONS		59,223	100.0
MANAGERS AND ADMINISTRATORS	10000-19999	3,271	5.5
Financial Managers	13002	841	1.4
Personnel, Training, and Labor Relations Managers	13005	92	0.2
Purchasing Managers	13008	27	*
Marketing, Advertising, and Public Relations Managers	13011	350	0.6
Administrative Services Managers	13014	158	0.3
Education Administrators	15005	31	0.1
Medicine and Health Services Managers	15008	318	0.5
Food and Lodging Managers	15026	456	0.8
General Managers and Top Executives	19005	665	1.1
All Other Managers and Administrators	19999	333	0.5
PROFESSIONAL, PARAPROFESSIONAL AND TECHNICAL OCCUPATIONS	20000-39999	16,437	27.8
Tax Preparers	21111	53	0.1
Accountants and Auditors	21114	746	1.3
Budget Analysts	21117	13	0.1
All Other Financial Specialists	21199	17	0.1
Purchasing Agents, Except Wholesale, Retail and Farm Products	21308	51	0.1
Employment Interviewers, Private Or Public Employment Service	21508	172	0.3
Personnel, Training, and Labor Relations Specialists	21511	133	0.2
Cost Estimators	21902	34	0.1
Management Analysts	21905	57	0.1
Compliance Officers and Enforcement Inspectors, Except Construction	21911	10	*
All Other Management Support Workers	21999	293	0.5
Metallurgists and Metallurgical, Ceramic and Materials Engineers	22105	10	*
Civil Engineers, Including Traffic	22121	139	0.2
Electrical and Electronic Engineers	22126	200	0.3
Industrial Engineers, Except Safety	22128	48	0.1
Mechanical Engineers	22135	108	0.2

STAFFING PATTERNS
SERVICES
(SIC 70-79, 80-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
All Other Engineers	22199	157	0.3
Architects, Except Landscape and Marine	22302	154	0.3
Landscape Architects	22308	32	0.1
Surveying and Mapping Scientists	22311	136	0.2
Engineering and Related Technicians and Technologists	22500	65	0.1
Civil Engineering Technicians and Technologists	22502	112	0.2
Electrical and Electronic Engineering Technicians and Technologists	22505	237	0.4
Industrial Engineering Technicians and Technologists	22508	10	*
Mechanical Engineering Technicians and Technologists	22511	71	0.1
Drafters	22514	540	0.9
Surveying and Mapping Technicians and Technologists	22521	202	0.3
All Other Engineering and Related Technicians and Technologists	22599	26	*
Chemists, Except Biochemists	24105	77	0.1
Geologists, Geophysicists and Oceanographers	24111	33	0.1
All Other Physical Scientists	24199	20	*
Life Scientists	24300	13	*
Biological Scientists	24308	104	0.2
All Other Life Scientists	24399	14	*
Chemical Technicians and Technologists, Except Health	24505	22	*
All Other Physical and Life Science Technicians and Technologists	24599	11	*
Systems Analysts, Electronic Data Processing	25102	201	0.3
Computer Programmers	25105	478	0.8
Computer Programmer Aides	25108	53	0.1
All Other Mathematical Scientists	25319	9	*
Psychologists	27108	177	0.3
All Other Social Scientists	27199	18	*
Social Workers, Medical and Psychiatric	27302	422	0.7
Social Workers, Except Medical and Psychiatric	27305	227	0.4
Social Service Technicians	27308	406	0.7
Recreational Workers	27311	192	0.3
Clergy	27502	11	*
Lawyers	28108	978	1.7
Law Clerks	28302	55	0.1
Paralegal Personnel	28305	167	0.3
Title Searchers	28308	18	*

STAFFING PATTERNS
SERVICES
(SIC 70-79, 80-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
All Other Legal Assistants and Technicians, Except Clerical	28399	7	*
Lecturers	31111	60	0.1
Teachers, Preschool and Kindergarten	31302	534	1.0
Teachers, Elementary School	31305	49	0.1
Teachers and Instructors, Vocational Education and Training	31314	192	0.3
Instructors, Nonvocational Education	31317	281	0.5
Instructors and Coaches, Sports and Physical Training	31321	548	1.0
All Other Teachers and Instructors	31399	172	0.3
Librarians, Professional	31502	20	*
Curators, Archivists, Museum Technicians and Restorers	31511	17	*
Vocational and Educational Counselors	31514	32	0.1
Instructional Coordinators	31517	74	0.1
Physicians and Surgeons	32102	956	1.6
Dentists	32105	278	0.5
Optometrists	32108	56	0.1
All Other Health Diagnosing and Treating Practitioners	32199	7	*
Occupational Therapists	32305	68	0.1
Physical Therapists	32308	99	0.2
Speech Pathologists and Audiologists	32314	15	*
Recreational Therapists	32317	82	0.1
All Other Therapists	32399	49	0.1
Registered Nurses	32502	2,094	3.5
Licensed Practical Nurses	32505	796	1.3
Physicians Assistants	32511	203	0.3
Opticians, Dispensing and Measuring	32514	97	0.2
Dietitians and Nutritionists	32521	63	0.1
Dietetic Technicians	32523	57	0.1
Medical and Clinical Laboratory Technologists	32902	147	0.2
Medical and Clinical Laboratory Technicians	32905	38	0.1
Dental Hygienists	32908	510	0.9
Medical Records Technicians and Technologists	32911	41	0.1
Radiologic Technologists	32917	20	*
Radiologic Technicians	32921	61	0.1
All Other Health Professionals, Paraprofessionals and Technicians	32999	239	0.4

STAFFING PATTERNS
SERVICES
(SIC 70-79, 80-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Writers and Editors	34002	115	0.2
Technical Writers	34005	27	*
Public Relations Specialists and Publicity Writers	34008	97	0.2
Announcers, Radio and Television	34017	14	*
Photographers	34023	47	0.1
Artists and Related Workers	34035	76	0.1
Designers, Except Interior Designers	34038	106	0.2
Musicians, Instrumental	34051	93	0.2
Dancers and Choreographers	34053	15	*
Producers, Directors, Actors, and Other Entertainers	34056	37	0.1
Athletes, Coaches, Umpires, and Related Workers	34058	42	0.1
Funeral Directors and Morticians	39011	114	0.2
Embalmers	39014	17	*
All Other Professional, Paraprofessional and Technical Workers	39999	143	0.2
SALES OCCUPATIONS	40000-49999	2,171	3.6
First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	41002	342	0.6
Sales Agents, Selected Business Services	43017	167	0.3
Sales Agents, Advertising	43023	37	0.1
All Other Sales Representatives and Salespersons, Service	43099	25	*
Sales Representatives, Scientific and Related Products and Services, Except Retail	49005	63	0.1
Sales Representatives, Except Scientific and Related Products or Services and Retail	49008	83	0.1
Salespersons, Retail	49011	77	0.1
Salespersons, Parts	49014	63	0.1
Counter and Rental Clerks	49017	441	0.7
Cashiers	49023	708	1.2
Demonstrators, Promoters, and Models	49032	10	*
All Other Sales and Related Workers	49999	155	0.3

STAFFING PATTERNS
SERVICES
(SIC 70-79, 80-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	12,254	20.7
First Line Supervisors and Managers/Supervisors-Clerical and Administrative Support Occupations	51002	433	0.7
Credit Checkers	53117	22	*
Welfare Eligibility Workers and Interviewers	53502	41	0.1
Bill and Account Collectors	53508	62	0.1
Travel Clerks	53802	25	*
Hotel Desk Clerks	53808	441	0.7
Teacher Aides and Educational Assistants, Clerical	53905	379	0.6
Secretaries	55100	1,358	2.3
Legal Secretaries	55102	1,032	1.7
Medical Secretaries	55105	688	1.2
All Other Secretaries	55199	517	0.9
Stenographers	55302	40	0.1
Receptionists and Information Clerks	55305	931	1.6
Typists	55308	501	0.8
Typists, Word Processor	55311	222	0.4
Personnel Clerks	55314	20	*
File Clerks	55321	229	0.4
Order Clerks	55323	128	0.2
Interviewing Clerks, Except Personnel and Social Welfare	55332	170	0.3
Bookkeeping, Accounting, and Auditing Clerks	55338	1,379	2.3
Payroll and Timekeeping Clerks	55341	189	0.3
Billing, Cost and Rate Clerks	55344	112	0.2
General Office Clerks	55347	1,131	1.9
Billing, Posting, and Calculating Machine Operators	56002	69	0.1
Duplicating Machine Operators	56005	20	*
Mail Machine Operators, Preparation and Handling	56008	93	0.2
Computer Operators	56011	175	0.3
Peripheral EDP Equipment Operators	56014	45	0.1
Data Entry Keyers, Except Composing	56017	411	0.7
All Other Office Machine Operators	56099	56	0.1
Switchboard Operators	57102	290	0.5
Mail Clerks, Except Mail Machine Operators and Postal Service	57302	62	0.1
Messengers	57311	31	0.1

STAFFING PATTERNS
SERVICES
(SIC 70-79, 80-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Dispatchers, Except Police, Fire, and Ambulance	58005	21	*
Production, Planning, and Expediting Clerks	58008	44	0.1
Stock Clerks-Stockroom, Warehouse or Storage Yard	58023	92	0.2
Traffic, Shipping, and Receiving Clerks	58028	46	0.1
All Other Material Recording, Scheduling, and Distributing Workers	58099	17	*
All Other Clerical and Administrative Support Workers	59999	732	1.2
SERVICE OCCUPATIONS	60000-69999	17,646	29.8
First Line Supervisors and Manager/Supervisors-Service	61000	82	0.1
Housekeepers	61008	636	1.1
All Other Supervisors and Manager/Supervisors	61099	121	0.1
Detectives and Investigators, Except Public	63035	58	0.1
Guards and Watch Guards	63047	931	1.6
All Other Protective Service Workers	63099	19	*
Food and Beverage Preparation and Service Occupations	65000	135	0.2
Hosts and Hostesses-Restaurant, Lounge or Coffee Shop	65002	171	0.3
Bartenders	65005	1,064	1.8
Waiters and Waitresses	65008	1,595	2.7
Food Servers, Outside	65011	118	0.2
Dining Room and Cafeteria Attendants and Bartender Helpers	65014	336	0.6
Counter Attendants-Lunchroom, Coffee Shop or Cafeteria	65017	50	0.1
Bakers, Bread and Pastry	65021	14	*
Cooks, Restaurant	65026	456	0.8
Cooks, Institution or Cafeteria	65028	345	0.6
Cooks, Specialty-Fast Food	65032	95	0.2
Cooks, Short Order	65035	24	*
Food Preparation Workers	65038	833	1.4
Combined Food Preparation and Service Workers	65041	17	*
All Other Food Service Workers	65099	255	0.4
Dental Assistants	66002	608	1.0
Medical Assistants	66005	144	0.2

STAFFING PATTERNS
SERVICES
(SIC 70-79, 80-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Nursing Aides, Orderlies and Attendants	66008	2,260	3.8
Home Health Aides	66011	231	0.4
Physical and Corrective Therapy Assistants and Aides	66017	58	0.1
Occupational Therapy Assistants and Aides	66021	15	*
Ambulance Drivers and Attendants, Except Emergency Medical Technicians	66023	14	*
All Other Health Service Workers	66099	100	0.2
Maids and Housekeeping Cleaners	67002	1,575	2.7
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	67005	2,425	4.1
All Other Cleaning and Building Service Workers, Except Private Households	67099	75	0.1
Barbers	68002	62	0.1
Hairdressers, Hairstylists, and Cosmetologists	68005	1,132	1.9
Manicurists	68008	10	*
Shampooers	68011	16	*
Amusement and Recreation Attendants	68014	343	0.6
Guides	68017	16	*
Ushers, Lobby Attendants, and Ticket Takers	68021	303	0.5
Baggage Porters and Bellhops	68023	58	0.1
Social Welfare Service Aides	68035	148	0.2
Child Care Workers	68038	363	0.6
Funeral Attendants	68041	17	*
All Other Service Workers	69999	318	0.5
AGRICULTURAL, FORESTRY, FISHING AND RELATED WORKERS	70000-79999	559	1.0
Gardeners and Groundskeepers, Except Farm	79014	521	0.9
Animal Caretakers, Except Farm	79017	28	*
All Other Agricultural, Forestry, Fishing, and Related Workers	79999	10	*
PRODUCTION, CONSTRUCTION, OPERATING, MAINTENANCE, AND MATERIAL HANDLING OCCUPATIONS	80000-98999	6,885	11.6
First Line Supervisors and Manager/Supervisors-Mechanics, Installers and Repairers	81002	297	0.5

STAFFING PATTERNS
SERVICES
(SIC 70-79, 80-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
First Line, Supervisors and Manager/Supervisors-Construction Trades and Extractive Workers	81005	14	*
All Other First Line Supervisors and Manager/Supervisors-Production, Maintenance and Related Occupations	81099	70	0.1
Precision Inspectors, Testers, and Graders	83002	67	0.1
Production Inspectors, Testers, Graders, Sorters, Samplers, and Weighers	83005	33	0.1
All Other Inspectors, Testers, and Related Occupations	83099	92	0.2
Maintenance Repairers, General Utility	85132	730	1.2
Automotive Mechanics	85302	544	0.9
Automotive Body and Related Repairers	85305	507	0.9
Bus and Truck Mechanics, and Diesel Engine Specialists	85311	95	0.2
Small Engine Specialists	85328	13	*
Radio Mechanics	85514	13	*
Data Processing Equipment Repairers	85705	35	0.1
Electronic Home Entertainment Equipment Repairers	85708	22	*
Electric Motor, Transformer, and Related Repairers	85714	83	0.1
Electronics Repairers, Commercial and Industrial Equipment	85717	34	0.1
All Other Electrical and Electronic Equipment Mechanics, Installers and Repairers	85799	34	0.1
Heating, Air Conditioning, and Refrigeration Mechanics and Installers	85902	33	0.1
Office Machine and Cash Register Servicers	85926	25	*
Coin and Vending Machine Servicers and Repairers	85947	23	*
Tire Repairers and Changers	85953	23	*
Menders-Garments, Linens, and Related	85956	30	0.1
All Other Mechanics, Installers, and Repairers	85999	76	0.1
Carpenters	87102	77	0.1
Electricians	87202	61	0.1
Painters and Paperhangers	87402	22	*
Plumbers, Pipefitters and Steamfitters	87502	14	*

STAFFING PATTERNS
SERVICES
(SIC 70-79, 80-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Septic Tank Servicers and Sewer Pipe Cleaners	87511	33	0.1
All Other Construction and Extractive Workers, Except Helpers	87999	6	*
Machinists	89108	73	0.1
Tool Grinders, Filers, Sharpeners, and Other Precision Grinders	89111	22	*
Boilermakers	89135	24	*
All Other Precision Metal Workers	89199	10	*
All Other Precision Wood Workers	89399	9	*
Custom Tailors and Sewers	89505	26	*
Upholsterers	89508	48	0.1
Spotters, Dry Cleaning	89514	45	0.1
Pressers, Delicate Fabrics	89517	70	0.1
Precision Photographic Process Workers	89914	14	*
Precision Dental Laboratory Technicians	89921	141	0.2
All Other Precision Workers	89999	28	*
Printing Press Machine Operators and Tenders	92543	61	0.1
Sewing Machine Operators, Garment	92717	14	*
Sewing Machine Operators, Non-Garment	92721	17	*
Laundry and Drycleaning Machine Operators and Tenders, Except Pressing	92726	370	0.6
Pressing Machine Operators and Tenders-Textile, Garment, and Related Materials	92728	219	0.4
Motion Picture Projectionists	92905	64	0.1
Photographic Processing Machine Operators and Tenders	92908	105	0.2
Painters, Transportation Equipment	92947	34	0.1
Packaging and Filling Machine Operators and Tenders	92974	15	*
All Other Machine Operators and Tenders	92998	114	0.2
Welders and Cutters	93914	68	0.1
Solderers and Brazers	93917	58	0.1
Pressers, Hand	93921	15	*
Engraving and Printing Workers, Hand	93951	11	*
All Other Hand Workers	93999	152	0.3
Truck Drivers, Light-Including Delivery and Route Workers	97105	226	0.4
Bus Drivers	97108	87	0.1

STAFFING PATTERNS
SERVICES
(SIC 70-79, 80-89)
INDUSTRIES 806 AND 82 EXCLUDED

OCCUPATIONAL TITLE	OES CODE	SECOND QUARTER 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
Bus Drivers, School	97111	24	*
Driver/Sales Workers	97117	245	0.4
All Other Motor Vehicle Operators	97199	150	0.3
Service Station Attendants	97805	90	0.2
Parking Lot Attendants	97808	16	*
All Other Transportation and Related Workers	97899	2	*
Industrial Truck and Tractor Operators	97947	84	0.1
All Other Transportation and Material Moving Equipment Operators	97989	57	0.1
All Other Material Moving Equipment Operators	97999	2	*
Mechanic and Repairer Helpers	98102	50	0.1
Machine Feeders and Offbearers	98502	176	0.3
Freight, Stock, and Material Movers, Hand	98700	189	0.3
Hand Packers and Packagers	98902	54	0.1
Vehicle Washers and Equipment Cleaners	98905	133	0.2
All Other Helpers, Laborers, and Material Movers, Hand	98999	367	0.6

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK (SIC 70)

RANK	OES CODE	OCCUPATIONAL TITLE	MAY 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	65008	Waiters and Waitresses	1,273	19.3
2	67002	Maids and Housekeeping Cleaners	997	15.1
3	53808	Hotel Desk Clerks	441	6.7
4	61008	Housekeepers	412	6.2
5	65026	Cooks, Restaurant	393	5.9
6	65005	Bartenders	283	4.3
7	15026	Food Service and Lodging Managers	274	4.2
8	65014	Dining Room and Cafeteria Attendants and Bartender Helpers	216	3.3
9	65038	Food Preparation Workers	215	3.2
	79014	Gardeners and Groundskeepers, Except Farm	215	3.2

THE FIVE MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	15026	Food Service and Lodging Managers	71.2
2	53808	Hotel Desk Clerks	68.2
3	67002	Maids and Housekeeping Cleaners	66.6
4	61008	Housekeepers	65.2
5	65008	Waiters and Waitresses	63.6

STAFFING PATTERNS
HOTELS, ROOMING HOUSES, CAMPS, AND OTHER LODGING PLACES
(SIC 70)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
TOTAL ALL OCCUPATIONS		6,602	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	388	5.9				
Financial Managers	13002	49	0.7	31	64	34	24.2
Marketing, Advertising, and Public Relations Managers	13011	11	0.2	18	13	9	10.6
Food Service and Lodging Managers	15026	274	4.2	15	316	232	71.2
General Managers and Top Executives	19005	24	0.4	19	29	19	16.6
All Other Managers and Administrators	19999	30	0.4	NA	-	-	NA
PROFESSIONAL, PARA-PROFESSIONAL, AND TECHNICAL OCCUPATIONS	20000-39999	138	2.1				
All Other Financial Specialists	21199	63	0.9	NA	-	-	NA
All Other Management Support Workers	21999	13	0.2	NA	-	-	NA
Recreation Workers	27311	45	0.7	7	48	42	9.1
All Other Teachers and Instructors	31399	5	0.1	NA	-	-	NA
All other Health Professionals, Paraprofessionals and Technicians	32999	1	*	NA	-	-	NA
All Other Professional, Paraprofessional and Technical Workers	39999	11	0.2	NA	-	-	NA
SALES OCCUPATIONS	40000-49999	223	3.4				
Sales Agents, Selected Business Services	43017	35	0.5	14	40	30	18.2
All Other Sales Representatives and Salespersons-Service	43099	10	0.2	NA	-	-	NA
Cashiers	49023	119	1.8	17	139	99	31.8
All Other Sales and Related Workers	49999	59	0.9	NA	-	-	NA

STAFFING PATTERNS
HOTELS, ROOMING HOUSES, CAMPS, AND OTHER LODGING PLACES
(SIC 70)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	771	11.7				
First Line Supervisors and Manager/Supervisors-Clerical and Administrative Support Occupations	51002	12	0.2	20	14	10	10.6
Hotel Desk Clerks	53808	441	6.7	14	502	380	68.2
Secretaries	55100	45	0.7	25	56	34	28.8
Receptionists and Information Clerks	55305	21	0.3	35	28	14	12.1
Bookkeeping, Accounting and Auditing Clerks	55338	65	0.9	23	80	50	33.3
Payroll and Timekeeping Clerks	55341	21	0.3	34	28	14	13.6
Switchboard Operators	57102	13	0.2	21	16	10	6.1
All Other Material Recording, Scheduling, and Distributing Workers	58099	31	0.5	NA	-	-	NA
All Other Clerical and Administrative Support Workers	59999	122	1.9	NA	-	-	NA
SERVICE OCCUPATIONS	60000-69999	4,513	68.3				
Housekeepers	61008	412	6.2	27	522	302	65.2
All Other Service Supervisors and Manager/Supervisors	61099	4	0.1	NA	-	-	NA
All Other Protective Service Workers	63099	39	0.6	NA	-	-	NA
Hosts and Hostesses-Restaurant, Lounge or Coffee Shop	65002	163	2.5	10	180	146	43.9
Bartenders	65005	283	4.3	9	307	259	56.1
Waiters and Waitresses	65008	1,273	19.3	5	1,342	1,204	63.6
Food Servers, Outside	65011	51	0.8	22	62	40	4.5
Dining Room and Cafeteria Attendants and Bartender Helpers	65014	216	3.3	17	253	179	31.8
Bakers, Bread and Pastry	65021	11	0.2	28	14	8	10.6
Cooks, Restaurant	65026	393	5.9	7	421	365	60.6
Food Preparation Workers	65038	215	3.2	15	248	182	39.4
All Other Food Service Workers	65099	268	4.0	NA	-	-	NA
Maids and Housekeeping Cleaners	67002	997	15.1	12	1,116	878	66.6
Janitors and Cleaners	67005	98	1.5	19	116	80	31.8

STAFFING PATTERNS
HOTELS, ROOMING HOUSES, CAMPS, AND OTHER LODGING PLACES
(SIC 70)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
All Other Cleaning and Building Service Workers	67099	24	0.3	NA	-	-	NA
Baggage Porters and Bellhops	68023	58	0.9	25	72	44	12.1
All Other Service Workers	69999	8	0.1	NA	-	-	NA
AGRICULTURAL, FORESTRY, FISHING, AND RELATED OCCUPATIONS	70000-79999	215	3.2				
GARDENERS AND GROUNDS-KEEPERS, EXCEPT FARM	79014	215	3.2	18	255	175	33.3
PRODUCTION, CONSTRUCTION, OPERATING, MAINTENANCE AND MATERIAL HANDLING OCCUPATIONS	80000-98999	354	5.4				
All Other First Line Supervisors and Manager/Supervisors-Production, Construction, Maintenance, and Related	81099	3	*	NA	-	-	NA
Maintenance Repairers, General Utility	85132	208	3.2	13	234	182	59.1
All Other Mechanics, Installers and Repairers	85999	14	0.2	NA	-	-	NA
All Other Construction and Extractive Workers, Except Helpers	87999	17	0.3	NA	-	-	NA
Laundry and Drycleaning Machine Operators and Tenders, Except Pressing	92726	102	1.5	23	125	79	22.7
All Other Transportation and Material Moving Equipment Operators	97989	10	0.2	NA	-	-	NA

* LESS THAN 0.05 PERCENT

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK (SIC 72)

RANK	OES CODE	OCCUPATIONAL TITLE	MAY 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	68005	Hairdressers, Hairstylists, and Cosmetologists	1,120	26.1
2	49017	Counter and Rental Clerks	285	6.7
3	92728	Pressing Machine Operators and Tenders-Textile, Garment, and Related Materials	212	4.9
4	92726	Laundry and Dry Cleaning Machine Operators and Tenders, Except Pressing	126	2.9
5	39011	Funeral Directors and Morticians	114	2.7
6	97117	Driver/Sales Workers	88	2.1
7	67005	Janitors and Cleaners	75	1.8
	55100	Secretaries	75	1.8
9	13002	Financial Managers	74	1.7
	61000	First Line Supervisors and Manager/Supervisors-Service	74	1.7

THE FIVE MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	68005	Hairdressers, Hairstylists, and Cosmetologists	46.9
2	49017	Counter and Rental Clerks	17.7
3	13002	Financial Managers	16.9
	92726	Laundry and Dry Cleaning Machine Operators and Tenders, Except Pressing	16.9
	92728	Pressing Machine Operators and Tenders-Textile, Garment, and Related Materials	16.9

STAFFING PATTERNS
PERSONAL SERVICES
(SIC 72)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
TOTAL ALL OCCUPATIONS		4,287	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	140	3.3				
Financial Managers	13002	74	1.7	21	89	59	16.9
General Managers and Top Executives	19005	40	0.9	22	49	31	7.7
All Other Managers and Administrators	19999	26	0.7	NA	-	-	NA
PROFESSIONAL, PARA-PROFESSIONAL, AND TECHNICAL OCCUPATIONS	20000-39999	587	13.7				
All Other Financial Specialists	21199	13	0.3	NA	-	-	NA
All Other Teachers and Instructors	31399	310	7.2	NA	-	-	NA
All Other Health Professionals, Paraprofessionals, and Technicians	32999	94	2.2	NA	-	-	NA
Photographers	34023	31	0.7	32	41	21	3.1
Funeral Directors and Morticians	39011	114	2.7	11	126	102	10.8
All Other Professionals, Paraprofessionals and Technicians	39999	8	02	NA	-	-	NA
SALES OCCUPATIONS	40000-49999	407	9.5				
First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	41002	15	0.3	47	22	8	2.3
Counter and Rental Clerks	49017	285	6.7	15	327	243	17.7
All Other Sales and Related Workers	49999	107	2.5	NA	-	-	NA
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	522	12.2				
Secretaries	55100	75	1.8	20	90	60	15.4
Receptionists and Information Clerks	55305	48	1.1	25	60	36	12.3
Bookkeeping, Accounting, and Auditing Clerks	55338	64	1.5	20	77	51	16.2
General Office Clerks	55347	20	0.5	31	26	14	6.2

STAFFING PATTERNS
PERSONAL SERVICES
(SIC 72)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
All Other Office Machine Operators	56099	2	*	NA	-	-	NA
Stock Clerks-Stockroom, or Warehouse or Storage Yard	58023	19	0.4	19	23	15	5.4
All Other Material Recording, Scheduling, and Distributing Workers	58099	2	*	NA	-	-	NA
All Other Clerical and Administrative Support Workers	59999	292	6.8	NA	-	-	NA
SERVICE OCCUPATIONS	60000-69999	1,562	36.4				
First Line Supervisors and Manager/Supervisors-Service	61000	74	1.7	26	93	55	11.5
Janitors and Cleaners	67005	75	1.8	25	94	56	13.1
Hairdressers, Hairstylists, and Cosmetologists	68005	1,120	26.1	6	1,183	1,057	46.9
All Other Service Workers	69999	293	6.8	NA	-	-	NA
AGRICULTURAL, FORESTRY, FISHING, AND RELATED OCCUPATIONS	70000-79999	2	*	NA	-	-	NA
PRODUCTION, CONSTRUCTION, OPERATING, MAINTENANCE, AND MATERIAL HANDLING OCCUPATIONS	80000-98999	1,067	24.9				
All Other First Line Supervisors and Manager/Supervisors-Production,Construction, Maintenance and Related	81099	5	0.1	NA	-	-	NA
All Other Inspectors, Testers, and Related Occupations	83099	19	0.4	NA	-	-	NA
Maintenance Repairers, General Utility	85132	34	0.8	24	42	26	7.7
Menders	85956	29	0.7	29	37	21	6.9
All Other Mechanics, Installers and Repairers	85999	14	0.3	NA	-	-	NA
All Other Construction and Extractive Workers, Except Helpers	87999	2	*	NA	-	-	NA

STAFFING PATTERNS
PERSONAL SERVICES
(SIC 72)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
Spotters, Dry Cleaning	89514	45	1.0	21	54	36	13.1
Pressers	89517	70	1.6	22	86	24	10.8
All Other Precision Textile, Apparel and Furnishings Workers	89599	33	0.9	NA	-	-	NA
Sewing Machine Operators	92717	14	0.3	33	19	9	2.3
Laundry and Dry Cleaning Machine Operators and Tenders, Except Pressing	92726	126	2.9	17	147	105	16.9
Pressing Machine Operators and Tenders-Textile, Garment, and Related Materials	92728	212	4.9	23	260	164	16.9
All Other Machine Operators and Tenders	92998	18	0.4	NA	-	-	NA
All Other Hand Workers	93999	72	1.7	NA	-	-	NA
Truck Drivers, Light-Include Delivery and Route Workers	97105	39	0.9	28	50	28	6.9
Driver/Sales Workers	97117	88	2.1	25	110	66	6.2
All Other Transportation, and Material Moving Equipment Operators	97989	11	0.3	NA	-	-	NA
All Other Helpers, Laborers, and Material Movers, Hand	98999	236	5.5	NA	-	-	NA

* LESS THAN 0.05 PERCENT

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK (SIC 75)

RANK	OES CODE	OCCUPATIONAL TITLE	MAY 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	85302	Automotive Mechanics	513	19.9
2	85305	Automotive Body and Related Repairers	507	19.6
3	55338	Bookkeeping, Accounting and Auditing Clerks	163	6.3
4	81002	First Line Supervisors and Manager/Supervisors-Mechanics, Installers and Repairers	146	5.6
5	98905	Vehicle Washers and Cleaners	133	5.1
6	97805	Service Station Attendants	90	3.5
	85311	Diesel Engine Specialists	90	3.5
8	41002	First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	87	3.4
9	55100	Secretaries	73	2.8
	13002	Financial Managers	73	2.8

THE FIVE MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	85302	Automotive Mechanics	51.8
2	55338	Bookkeeping, Accounting and Auditing Clerks	40.9
3	85305	Automotive Body and Related Repairers	40.0
4	81002	First Line Supervisors and Manager/Supervisors-Mechanics, Installers and Repairers	37.3
5	41002	First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	23.6

STAFFING PATTERNS
AUTOMOTIVE REPAIR, SERVICES, AND GARAGES
(SIC 75)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
TOTAL ALL OCCUPATIONS		2,584	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	95	3.7				
Financial Managers	13002	73	2.8	23	90	56	21.8
All Other Managers and Administrators	19999	22	0.9	NA	-	-	NA
PROFESSIONAL, PARA-PROFESSIONAL, AND TECHNICAL OCCUPATIONS	20000-39999	28	1.1				
Accountants and Auditors	21114	20	0.8	29	26	14	8.2
All Other Financial Specialists	21199	2	0.1	NA	-	-	NA
All Other Management Support Workers	21999	6	0.2	NA	-	-	NA
SALES OCCUPATIONS	40000-49999	256	9.9				
First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	41002	87	3.4	17	102	72	23.6
Salespersons, Parts	49014	63	2.4	23	78	48	16.4
Counter and Rental Clerks	49017	68	2.6	28	87	49	11.8
Cashiers	49023	17	0.7	28	22	12	4.5
All Other Sales and Related Workers	49999	21	0.8	NA	-	-	NA
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	361	13.9				
Secretaries	55100	73	2.8	14	83	63	19.1
Bookkeeping, Accounting and Auditing Clerks	55338	163	6.3	9	178	148	40.9
Payroll and Timekeeping Clerks	55341	11	0.4	39	15	7	4.5
General Office Clerks	55347	69	2.7	17	81	57	22.7
All Other Office Machine Operators	56099	2	0.1	NA	-	-	NA
All Other Material Recording, Scheduling, and Distributing Workers	58099	8	0.3	NA	-	-	NA
All Other Service Workers	59999	35	1.3	NA	-	-	NA

STAFFING PATTERNS
AUTOMOTIVE REPAIR, SERVICES, AND GARAGES
(SIC 75)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
SERVICE OCCUPATIONS	60000-69999	35	1.4				
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	67005	29	1.1	21	35	23	10.0
All Other Service Workers	69999	6	0.3	NA	-	-	NA
PRODUCTION, CONSTRUCTION, OPERATING MAINTENANCE AND MATERIAL HANDLING OCCUPATIONS	80000-98999	1,809	70.0				
First Line, Supervisors and Manager/Supervisors-Mechanics, Installers, and Repairers	31002	146	5.6	12	164	128	37.3
Maintenance Repairers, General Utility	85132	25	1.0	34	33	17	6.4
Automotive Mechanics	85302	513	19.9	9	560	466	51.8
Automotive Body and Related Repairers	85305	507	19.6	10	559	455	40.0
Bus and Truck Mechanics, and Diesel Engine Specialists	85311	90	3.5	36	122	58	8.2
Tire Repairers and Changers	85953	23	0.9	45	33	13	6.4
All Other Mechanics, Installers, and Repairers	85999	15	0.6	NA	-	-	NA
All Other Precision Metal Workers	89199	15	0.6	NA	-	-	NA
All Other Precision Workers	89999	15	0.6	NA	-	-	NA
Painters, Transportation Equipment	92947	34	1.3	35	46	22	7.3
All Other Hand Workers	93999	21	0.8	NA	-	-	NA
Truck Drivers, Light-Include Delivery and Route Workers	97105	59	2.3	38	81	37	9.1
All Other Motor Vehicle Operators	97199	48	1.8	NA	-	-	NA
Service Station Attendants	97805	90	3.5	30	117	63	8.2
Vehicle Washers and Equipment Cleaners	98905	133	5.1	15	153	113	17.3
All Other Helpers, Laborers, and Material Movers, Hand	98999	75	2.9	NA	-	-	NA

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK
(SIC 79)

RANK	OES CODE	OCCUPATIONAL TITLE	APRIL 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	68014	Amusement and Recreation Attendants	335	9.8
2	49023	Cashiers	317	9.3
3	79014	Gardeners and Groundskeepers, Except Farm	240	7.0
4	31321	Instructors and Coaches, Sports and Physical Training	217	6.3
5	65008	Waiters and Waitresses	168	4.9
6	68021	Ushers, Lobby Attendants and Ticket Takers	166	4.9
7	65005	Bartenders	147	4.3
8	85132	Maintenance Repairers, General Utility	142	4.2
9	65038	Food Preparation Workers	122	3.6
10	63047	Guards and Watch Guards	103	3.0

THE FIVE MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	85132	Maintenance Repairers, General Utility	44.9
2	65005	Bartenders	39.1
3	55338	Bookkeeping, Accounting, and Auditing Clerks	37.7
	49023	Cashiers	37.7
5	67005	Janitors and Cleaners, Except Maids and Housekeeping Cleaners	34.8

STAFFING PATTERNS
AMUSEMENT AND RECREATIONAL SERVICES, EXCEPT MOTION PICTURES
(SIC 79)

OCCUPATIONAL TITLE	OES CODE	APRIL 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
TOTAL ALL OCCUPATIONS		3,419	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	191	5.6				
Financial Managers	13002	52	1.5	17	61	43	33.3
Marketing, Advertising, and Public Relations Managers	13011	51	1.5	20	61	41	31.9
Food Service and Lodging Managers	15026	52	1.5	16	60	44	30.4
General Managers and Top Executives	19005	10	0.3	21	12	8	7.2
All Other Managers and Administrators	19999	26	0.8	NA	-	-	NA
PROFESSIONAL, PARA-PROFESSIONAL, AND TECHNICAL OCCUPATIONS	20000-39999	613	17.9				
Accountants and Auditors	21114	27	0.8	25	34	20	20.3
All Other Financial Specialists	21199	2	0.1	NA	-	-	NA
All Other Management Support Workers	21999	4	0.1	NA	-	-	NA
All Other Engineers	22199	2	0.1	NA	-	-	NA
All Other Engineering and Related Technicians and Technologists	22599	4	0.1	NA	-	-	NA
Recreation Workers	27311	15	0.4	49	22	8	4.3
Instructors and Coaches, Sports, and Physical Training	31321	217	6.3	24	269	165	27.5
All Other Teachers and Instructors	31399	113	3.3	NA	-	-	NA
All Other Health Professionals, Paraprofessionals and Technicians	32999	16	0.5	NA	-	-	NA
Public Relations Specialists and Publicity Writers	34008	14	0.4	19	17	11	14.5
Announcers, Radio and Television	34017	14	0.4	30	18	10	8.7
Athletes, Coaches, Umpires, and Related Workers	34058	42	1.2	9	46	38	11.6
All Other Professional, Paraprofessional and Technical Workers	39999	143	4.3	NA	-	-	NA

STAFFING PATTERNS
AMUSEMENT AND RECREATIONAL SERVICES, EXCEPT MOTION PICTURES
(SIC 79)

OCCUPATIONAL TITLE	OES CODE	APRIL 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
SALES OCCUPATIONS	40000-49999	329	9.6				
Cashiers	49023	317	9.3	13	359	275	37.7
All Other Sales and Related Workers	49999	12	0.3	NA	-	-	NA
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	308	9.0				
Secretaries	55100	37	1.1	20	45	29	24.6
Receptionists and Information Clerks	55305	71	2.1	28	91	51	26.1
Bookkeeping, Accounting and Auditing Clerks	55338	63	1.8	16	73	53	37.7
Payroll and Timekeeping Clerks	55341	14	0.4	36	19	9	13.0
General Office Clerks	55347	41	1.2	20	49	33	21.7
All Other Office Machine Operators	56099	56	1.6	NA	-	-	NA
All Other Material Recording, Scheduling, and Distributing Workers	58099	2	0.1	NA	-	-	NA
All Other Clerical and Administrative Support Workers	59999	24	0.7	NA	-	-	NA
SALES OCCUPATIONS	60000-69999	1,502	43.9				
Housekeepers	61008	26	0.8	27	33	19	13.0
All Other Service Supervisors and Manager/Supervisors	61099	32	0.9	NA	-	-	NA
Guards and Watch Guards	63047	103	3.0	13	117	89	20.3
All Other Protective Service Workers	63099	4	0.1	NA	-	-	NA
Bartenders	65005	147	4.3	16	171	123	39.1
Waiters and Waitresses	65008	168	4.9	20	202	134	23.2
Dining Room and Cafeteria Attendants, and Bartender Helpers	65014	62	1.8	32	82	42	13.0
Cooks, Restaurant	65026	62	1.8	19	74	50	24.6
Cooks, Specialty Fast Food	65032	59	1.7	24	73	45	17.4
Food Preparation Workers	65038	122	3.6	24	151	93	21.7
All Other Food Service Workers	65099	39	1.1	NA	-	-	NA
Maids and Housekeeping Cleaners	67002	17	0.5	38	23	11	5.8

STAFFING PATTERNS
AMUSEMENT AND RECREATIONAL SERVICES, EXCEPT MOTION PICTURES
(SIC 79)

OCCUPATIONAL TITLE	OES CODE	APRIL 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	67005	95	2.8	23	117	73	34.8
All Other Cleaning and Building Service Workers, Except Private Households	67099	21	0.6	NA	-	-	NA
Amusement and Recreation Attendants	68014	335	9.8	18	397	273	29.0
Ushers, Lobby Attendants and Ticket Takers	68021	166	4.9	19	197	135	18.8
Child Care Workers	68038	14	0.4	42	20	8	7.2
All Other Service Workers	69999	30	0.9	NA	-	-	NA
AGRICULTURAL, FORESTRY, FISHING, AND RELATED OCCUPATIONS	70000-79999	251	7.4				
Gardeners and Groundskeepers, Except Farm	79014	240	7.0	18	284	196	30.4
All Other Agricultural, Forestry, Fishing and Related Workers	79999	11	0.4	NA	-	-	NA
PRODUCTION, CONSTRUCTION, OPERATING, MAINTENANCE, AND MATERIAL HANDLING OCCUPATIONS	80000-98999	225	6.6				
All Other First Line Supervisors and Manager/Supervisors-Production, Construction, Maintenance and Related	81099	5	0.1	NA	-	-	NA
Maintenance Repairers, General Utility	85132	142	4.2	17	166	118	44.9
All Other Mechanics, Installers, and Repairers	85999	7	0.2	NA	-	-	NA
All Other Construction and Extractive Workers, Except Helpers	87999	21	0.6	NA	-	-	NA
All Other Precision Workers	89999	1	*	NA	-	-	NA
All Other Machine Operators and Tenders	92998	2	0.1	NA	-	-	NA
All Other Motor Vehicle Operators	97199	27	0.8	NA	-	-	NA

STAFFING PATTERNS
AMUSEMENT AND RECREATIONAL SERVICES, EXCEPT MOTION PICTURES
(SIC 79)

OCCUPATIONAL TITLE	OES CODE	APRIL 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
All Other Transportation and Related Workers	97899	13	0.4	NA	-	-	NA
All Other Material Moving Equipment Operators	97999	2	0.1	NA	-	-	NA
All Other Helpers, Laborers, and Material Movers, Hand	98999	5	0.1	NA	-	-	NA

* LESS THAN 0.05 PERCENT

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK (SIC 80)

RANK	OES CODE	OCCUPATIONAL TITLE	APRIL 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	66008	Nursing Aides, Orderlies, and Attendants	2,006	14.5
2	32502	Registered Nurses	1,453	10.5
3	32102	Physicians and Surgeons	956	6.9
4	55105	Medical Secretaries	688	5.0
5	66002	Dental Assistants	608	4.4
6	32505	Licensed Practical Nurses	540	3.9
7	55305	Receptionists and Information Clerks	514	3.7
8	32908	Dental Hygienists	510	3.7
9	55347	General Office Clerks	373	2.7
10	27302	Social Workers, Medical and Psychiatric	325	2.4

THE SIX MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	32502	Registered Nurses	47.7
2	55105	Medical Secretaries	37.4
	55338	Bookkeeping, Accounting and Auditing Clerks	37.4
4	55305	Receptionists and Information Clerks	33.5
5	15008	Medicine and Health Services Managers	30.3
	32102	Physicians and Surgeons	30.3

STAFFING PATTERNS
HEALTH SERVICES
(SIC 80)

OCCUPATIONAL TITLE	OES CODE	APRIL 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
TOTAL ALL OCCUPATIONS		13,789	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	567	4.1				
Financial Managers	13002	119	0.9	21	144	94	23.9
Marketing, Advertising, and Public Relations Managers	13011	10	0.1	33	13	7	3.9
Administrative Services Managers	13014	32	0.2	22	39	25	7.1
Medicine and Health Services Managers	15008	259	1.9	13	292	226	30.3
Food Service and Lodging Managers	15026	36	0.2	19	43	29	8.4
General Managers and Top Executives	19005	76	0.6	26	96	56	11.6
All Other Managers and Administrators	19999	35	0.2	NA	-	-	NA
PROFESSIONAL, PARA-PROFESSIONAL, AND TECHNICAL OCCUPATIONS	20000-39999	5,449	39.5				
All Other Financial Specialists	21199	14	0.1	NA	-	-	NA
All Other Management Support Workers	21999	22	0.2	NA	-	-	NA
All Other Life Scientists	24399	15	0.1	NA	-	-	NA
Psychologists	27108	163	1.2	41	229	97	9.0
All Other Social Scientists	27199	2	*	NA	-	-	NA
Social Workers, Medical and Psychiatric	27302	325	2.4	18	382	268	18.1
Social Service Technicians	27308	66	0.5	26	83	49	5.2
All Other Teachers and Instructors	31399	34	0.2	NA	-	-	NA
Physicians and Surgeons	32102	956	6.9	6	1,011	901	30.3
Dentists	32105	278	2.0	13	313	243	18.1
Optometrists	32108	56	0.4	34	75	37	3.9
All Other Health Diagnosing and Treating Practitioners	32199	7	0.1	NA	-	-	NA
Occupational Therapists	32305	58	0.4	26	73	43	10.3
Physical Therapists	32308	92	0.7	18	109	75	14.2
Speech Pathologists and Audiologists	32314	15	0.1	37	21	9	5.2
Recreational Therapists	32317	80	0.6	11	89	71	11.6

STAFFING PATTERNS
HEALTH SERVICES
(SIC 80)

OCCUPATIONAL TITLE	OES CODE	APRIL 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
All Other Therapists	32399	29	0.2	NA	-	-	NA
Registered Nurses	32502	1,453	10.5	7	1,554	1,352	47.7
Licensed Practical Nurses	32505	540	3.9	11	602	478	22.6
Physician's Assistants	32511	203	1.5	36	275	131	10.3
Opticians, Dispensing and Measuring	32514	97	0.7	30	126	68	5.8
Dietitians and Nutritionists	32521	33	0.2	32	44	22	8.4
Medical and Clinical Laboratory Technologists	32902	147	1.1	41	208	86	5.2
Dental Hygienists	32908	510	3.7	11	565	455	21.9
All Other Health Professional, Paraprofessional and Technical Workers	32999	200	1.4	NA	-	-	NA
All Other Professional, Paraprofessional and Technical Workers	39999	54	0.4	NA	-	-	NA
SALES OCCUPATIONS	40000-49999	49	0.4	NA	-	-	NA
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	3,066	22.2				
First Line Supervisors and							
Manager/Supervisors-Clerical and Administrative Support Occupations	51002	130	0.9	22	159	101	11.0
Medical Secretaries	55105	688	5.0	14	785	591	37.4
All Other Secretaries	55199	459	3.3	NA	-	-	NA
Receptionists and Information Clerks	55305	514	3.7	16	594	434	33.5
Typists	55308	180	1.3	18	213	147	13.5
File Clerks	55321	109	0.8	28	139	79	9.7
Bookkeeping, Accounting and Auditing Clerks	55338	266	1.9	15	306	226	37.4
Payroll and Timekeeping Clerks	55341	43	0.3	37	59	27	9.0
Billing, Cost and Rate Clerks	55344	96	0.7	25	120	72	8.4
General Office Clerks	55347	373	2.7	16	433	313	25.8
Computer Operators	56011	11	0.1	33	15	7	3.9
All Other Office Machine Operators	56099	78	0.6	NA	-	-	NA
Switchboard Operators	57102	56	0.4	19	66	46	9.7

STAFFING PATTERNS
HEALTH SERVICES
(SIC 80)

OCCUPATIONAL TITLE	OES CODE	APRIL 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
All Other Material Recording, Scheduling, and Distributing Workers	58099	12	0.1	NA	-	-	NA
All Other Clerical and Administrative Support Workers	59999	51	0.4	NA	-	-	NA
SERVICE OCCUPATIONS	60000-69999	4,263	30.9				
Housekeepers	61008	123	0.9	25	154	92	9.0
All Other Service Supervisors and Manager/Supervisors	61099	8	0.1	NA	-	-	NA
Food Servers, Outside	65011	67	0.5	33	89	45	3.2
Cooks, Institution or Cafeteria	65028	156	1.1	7	167	145	11.0
Food Preparation Workers	65038	322	2.3	8	349	295	10.3
All other Food Service Workers	65099	52	0.4	NA	-	-	NA
Dental Assistants	66002	608	4.4	9	660	556	22.6
Medical Assistants	66005	144	1.0	40	201	87	7.1
Nursing Aides, Orderlies, and Attendants	66008	2,006	14.5	3	2,076	1,936	13.5
Home Health Aides	66011	175	1.3	12	196	154	11.6
Occupational Therapy Assistants and Aides	66021	10	0.1	40	14	6	3.2
All Other Health Service Workers	66099	64	0.5	NA	-	-	NA
Maids and Housekeeping Cleaners	67002	262	1.9	17	306	218	14.2
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	67005	116	0.8	19	138	94	14.2
All Other Cleaning and Building Service Workers	67099	1	*	NA	-	-	NA
Social Welfare Service Aides	68035	114	0.8	16	132	96	6.5
All Other Service Workers	69999	35	0.3	NA	-	-	NA
AGRICULTURAL, FORESTRY, FISHING, AND RELATED OCCUPATIONS	70000-79999	6	0.1	NA	-	-	NA

STAFFING PATTERNS
HEALTH SERVICES
(SIC 80)

OCCUPATIONAL TITLE	OES CODE	APRIL 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
PRODUCTION, CONSTRUCTION, OPERATING, MAINTENANCE, AND MATERIAL HANDLING OCCUPATIONS	80000-98999	389	2.8				
All Other First Line Supervisors and Manager/Supervisors-Production, Construction, Maintenance and Related	81099	3	*	NA	-	-	NA
Maintenance Repairers, General Utility	85132	63	0.5	30	82	44	7.1
All Other Mechanics, Installers and Repairers	85999	4	*	NA	-	-	NA
All Other Construction and Extractive Workers, Except Helpers	87999	4	*	NA	-	-	NA
All Other Precision Workers	89999	141	1.0	NA	-	-	NA
Laundry and Drycleaning Machine Operators and Tenders, Except Pressing	92726	125	0.9	16	144	106	9.0
All Other Machine Operators and Tenders	92998	10	0.1	NA	-	-	NA
All Other Motor Vehicle Operators	97199	39	0.3	NA	-	-	NA

* LESS THAN 0.05 PERCENT

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK (SIC 81)

RANK	OES CODE	OCCUPATIONAL TITLE	MAY 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	55102	Legal Secretaries	1,032	38.4
2	28108	Lawyers	973	36.2
3	28305	Paralegal Personnel	167	6.2
4	55338	Bookkeeping, Accounting, and Auditing Clerks	67	2.5
5	28302	Law Clerks	55	2.0
6	55311	Typists, Word Processor	47	1.7
7	55347	General Office Clerks	34	1.3
8	55305	Receptionists and Information Clerks	31	1.2
9	67005	Janitors and Cleaners, Except Maids and Housekeeping Cleaners	24	0.9
10	57102	Switchboard Operators	21	0.8

THE FIVE MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	28108	Lawyers	100.0
2	55102	Legal Secretaries	89.2
3	28305	Paralegal Personnel	62.2
4	55338	Bookkeeping, Accounting and Auditing Clerks	51.4
5	55311	Typists, Word Processor	29.7

STAFFING PATTERNS
LEGAL SERVICES
(SIC 81)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
TOTAL ALL OCCUPATIONS		2,690	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	22	0.8	NA	-	-	NA
PROFESSIONAL, PARA-PROFESSIONAL AND TECHNICAL OCCUPATIONS	20000-39999	1,240	46.1				
All Other Financial Managers	21199	4	0.1	NA	-	-	NA
All Other Management Support Workers	21999	1	*	NA	-	-	NA
Lawyers	28108	973	36.2	6	1,029	917	100.0
Law Clerks	28302	55	2.0	47	81	29	18.9
Paralegal Personnel	28305	167	6.2	16	193	141	62.2
Title Searchers	28308	18	0.7	24	22	14	13.5
All Other Legal Assistants and Technicians, Except Clerical	28399	7	0.3	NA	-	-	NA
All Other Professional, Paraprofessional and Technical Workers	39999	15	0.6	NA	-	-	NA
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	1,385	51.5				
Legal Secretaries	55102	1,032	38.4	8	1,114	950	89.2
All other Secretaries	55199	58	2.1	NA	-	-	NA
Receptionists and Information Clerks	55305	31	1.2	40	43	19	21.6
Typists, Word Processor	55311	47	1.7	48	70	24	29.7
Bookkeeping, Accounting and Auditing Clerks	55338	67	2.5	25	84	50	51.4
General Office Clerks	55347	34	1.3	36	46	22	16.2
All Other Office Machine Operators	56099	12	0.4	NA	-	-	NA
Switchboard Operators	57102	21	0.8	47	31	11	24.3
All Other Clerical and Administrative Support Workers	59999	83	3.1	NA	-	-	NA
SERVICE OCCUPATIONS	60000-69999	41	1.5				
All Other Protective Service Workers	63099	17	0.6	NA	-	-	NA

STAFFING PATTERNS
LEGAL SERVICES
(SIC 81)

OCCUPATIONAL TITLE	OES CODE	MAY 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	67005	24	0.9	43	34	14	21.6
AGRICULTURAL, FORESTRY, FISHING, AND RELATED OCCUPATIONS	70000-79999	2	0.1	NA	-	-	NA

* LESS THAN 0.05 PERCENT

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK (SIC 83)

RANK	OES CODE	OCCUPATIONAL TITLE	APRIL 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	31302	Teachers, Preschool and Kindergarten	533	9.6
2	27308	Social Service Technicians	340	6.1
3	53905	Teacher Aides and Educational Assistants, Clerical	339	6.1
4	68038	Child Care Workers	321	5.7
5	66008	Nursing Aides, Orderlies and Attendants	254	4.6
6	55100	Secretaries	201	3.6
7	31314	Teachers and Instructors, Vocational Education and Training	189	3.4
8	27305	Social Workers, Except Medical and Psychiatric	184	3.3
9	32502	Registered Nurses	181	3.2
10	65028	Cooks, Institution or Cafeteria	173	3.1

THE FIVE MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	55338	Bookkeeping, Accounting and Auditing Clerks	48.0
2	13002	Financial Managers	44.8
3	55100	Secretaries	41.6
4	65028	Cooks, Institution or Cafeteria	40.0
5	31302	Teachers, Preschool and Kindergarten	30.4

STAFFING PATTERNS
SOCIAL SERVICES
(SIC 83)

OCCUPATIONAL TITLE	OES CODE	APRIL 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
TOTAL ALL OCCUPATIONS		5,575	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	465	8.3				
Financial Managers	13002	119	2.1	10	131	107	44.8
Marketing, Advertising, and Public Relations Managers	13011	13	0.2	27	17	9	4.8
Administative Services Managers	13014	40	0.7	24	50	30	11.2
Education Administrators	15005	26	0.5	24	32	20	7.2
Medicine and Health Services Managers	15008	59	1.1	16	67	51	7.2
Food Service and Lodging Managers	15026	79	1.4	21	95	63	20.0
General Managers and Top Executives	19005	80	1.4	13	90	70	22.4
All Other Managers and Administrators	19999	49	0.9	NA	-	-	NA
PROFESSIONAL, PARA-PROFESSIONAL, AND TECHNICAL OCCUPATIONS	20000-39999	2,250	40.4				
Accountants and Auditors	21114	14	0.3	32	18	10	7.2
All Other Financial Specialists	21199	1	*	NA	-	-	NA
Employment Interviewers, Private or Public Employment Service	21508	21	0.4	0	21	21	2.4
Personnel, Training, and Labor Relations Specialists	21511	20	0.4	33	27	13	5.6
All Other Management Support Workers	21999	61	1.1	NA	-	-	NA
All Other Mathematical Scientists	25319	3	0.1	NA	-	-	NA
Psychologists	27108	14	0.3	46	20	8	4.0
All Other Social Scientists	27199	1	*	NA	-	-	NA
Social Workers, Medical and Psychiatric	27302	97	1.7	34	130	64	8.0
Social Workers, Except Medical and Psychiatric	27305	184	3.3	18	217	151	18.4
Social Service Technicians	27308	340	6.1	20	407	273	20.8
Recreation Workers	27311	52	0.9	18	61	43	9.6

STAFFING PATTERNS
SOCIAL SERVICES
(SIC 83)

OCCUPATIONAL TITLE	OES CODE	APRIL 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
Teachers, Preschool and Kindergarten	31302	533	9.6	8	577	489	30.4
Teachers, Elementary	31305	49	0.9	10	54	44	2.4
Teachers and Instructors, Vocational Education and Training	31314	189	3.4	22	230	148	5.6
Instructors, Nonvocational Education	31317	157	2.8	31	205	109	4.8
All Other Teachers and Instructors	31399	70	1.2	NA	-	-	NA
Vocational and Educational Counselors	31514	27	0.5	46	39	15	6.4
Occupational Therapists	32305	10	0.2	38	14	6	4.0
All Other Therapists	32399	29	0.5	NA	-	-	NA
Registered Nurses	32502	181	3.2	9	198	164	28.8
Licensed Practical Nurses	32505	99	1.8	15	113	85	19.2
Dietitians and Nutritionists	32521	30	0.5	20	36	24	12.0
All Other Health Professionals, Paraprofessionals, and Technicians	32999	22	0.4	NA	-	-	NA
All Other Professionals, Paraprofessionals and Technical Workers	39999	46	0.8	NA	-	-	NA
SALES OCCUPATIONS	40000-49999	23	0.4				
First Line, Supervisors and Manager/Supervisors-Sales and Related Occupations	41002	18	0.3	10	20	16	2.4
All Other Sales and Related Workers	49999	5	0.1	NA	-	-	NA
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	1,022	18.3				
First Line Supervisors and Manager/Supervisors-Clerical and Administrative Support Occupations	51002	28	0.5	21	34	22	10.4
Teachers Aides and Educational Assistants, Clerical	53905	339	6.1	12	378	300	27.2
Secretaries	55100	201	3.6	8	217	185	41.6
Receptionists and Information Clerks	55305	45	0.8	18	53	37	12.8

STAFFING PATTERNS
SOCIAL SERVICES
(SIC 83)

OCCUPATIONAL TITLE	OES CODE	APRIL 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
Typists	55308	14	0.3	20	17	11	4.8
Typists, Word Processor	55311	20	0.4	30	26	14	5.6
File Clerks	55321	13	0.2	6	14	12	2.4
Bookkeeping, Accounting and Auditing Clerks	55338	143	2.6	10	157	129	48.0
Payroll and Timekeeping Clerks	55341	13	0.2	26	16	10	8.0
General Office Clerks	55347	63	1.1	25	79	47	14.4
Data Entry Keyers	56017	16	0.3	6	17	15	2.4
All Other Office Machine Operators	56099	63	1.1	NA	-	-	NA
Switchboard Operators	57102	11	0.2	16	13	9	5.6
All Other Material Recording, Scheduling and Distributing Workers	58099	1	*	NA	-	-	NA
All Other Clerical and Administrative Support Workers	59999	52	0.9	NA	-	-	NA
SERVICE OCCUPATIONS	60000-69999	1,416	25.4				
Housekeepers	61008	25	0.4	13	28	22	10.4
All Other Service Supervisors and Manager/Supervisors	61099	25	0.4	NA	-	-	NA
Waiters and Waitresses	65008	36	0.6	9	39	33	4.8
Dining Room and Cafeteria Attendants, and Bartender Helpers	65014	14	0.3	49	21	7	4.0
Cooks, Institution or Cafeteria	65028	173	3.1	8	186	160	40.0
Food Preparation Workers	65038	162	2.9	9	176	148	24.0
All Other Food Service Workers	65099	20	0.4	NA	-	-	NA
Nursing Aides, Orderlies, and Attendants	66008	254	4.6	9	277	231	16.0
Home Health Aides	66011	56	1.0	40	78	34	2.4
All Other Health Service Workers	66099	99	1.8	NA	-	-	NA
Maids and Housekeeping Cleaners	67002	104	1.9	21	126	82	16.8
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	67005	78	1.4	14	89	67	26.4
Social Welfare Service Aides	68035	34	0.6	21	41	27	2.4

* LESS THAN 0.05 PERCENT

STAFFING PATTERNS
SOCIAL SERVICES
(SIC 83)

OCCUPATIONAL TITLE	OES CODE	APRIL 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
Child Care Workers	68038	321	5.7	19	382	260	16.8
All Other Service Workers	69999	15	0.3	NA	-	-	NA
AGRICULTURAL, FORESTRY, FISHING, AND RELATED OCCUPATIONS	70000-79999	31	0.6				
Gardeners and Groundskeepers, Except Farm	79014	18	0.3	23	22	14	8.8
All Other Agricultural, Forestry, Fishing and Related Workers	79999	13	0.3	NA	-	-	NA
PRODUCTION, CONSTRUCTION, OPERATING, MAINTENANCE, AND MATERIAL HANDLING OCCUPATIONS	80000-98999	368	6.6				
First Line Supervisors and Manager/Supervisors-Mechanics, Installers and Repairers	81002	41	0.7	34	55	27	10.4
All Other First Line Supervisors and Manager/Supervisors-Production, Construction, Maintenance and Related	81099	8	0.2	NA	-	-	NA
Maintenance Repairers, General Utility	85132	35	0.6	6	37	33	14.4
All Other Mechanics, Installers and Repairers	85999	2	*	NA	-	-	NA
Carpenters	87102	44	0.8	39	61	27	2.4
All Other Construction and Extractive Workers, Except Helpers	87999	1	*	NA	-	-	NA
Precision Production Occupations	89000	9	0.2	NA	-	-	NA
Laundry and Drycleaning Machine Operators and Tenders, Except Pressing	92726	17	0.3	7	18	16	8.0
Hand Working Occupations, Including Assemblers and Fabricators	93000	6	0.1	NA	-	-	NA
Bus Drivers	97108	65	1.2	41	92	38	8.0
Bus Drivers, School	97111	24	0.4	18	28	20	4.0
All Other Motor Vehicle Operators	97199	88	1.6	NA	-	-	NA

STAFFING PATTERNS
SOCIAL SERVICES
(SIC 83)

OCCUPATIONAL TITLE	OES CODE	APRIL 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
All Other Transportation and Material Moving Equipment Operators	97989	5	0.1	NA	-	-	NA
All Other Helpers, Laborers and Material Movers, Hand	98999	23	0.4	NA	-	-	NA

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK (SIC 86)

RANK	OES CODE	OCCUPATIONAL TITLE	APRIL 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	65005	Bartenders	634	24.1
2	55100	Secretaries	160	6.1
3	55338	Bookkeeping, Accounting and Auditing Clerks	156	5.9
4	31321	Instructors and Coaches, Sports and Physical Training	128	4.9
5	67005	Janitors and Cleaners, Except Maids and Housekeeping Cleaners	124	4.7
6	65008	Waiters and Waitresses	109	4.1
7	21511	Personnel, Training, and Labor Relations Specialists	99	3.8
8	55347	General Office Clerks	84	3.2
9	13002	Financial Managers	82	3.1
10	19005	General Managers and Top Executives	77	2.9

THE FIVE MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	65005	Bartenders	46.9
2	55338	Bookkeeping, Accounting, and Auditing Clerks	41.6
3	55100	Secretaries	37.2
4	67005	Maids and Housekeeping Cleaners	32.7
5	13002	Financial Managers	25.7

STAFFING PATTERNS
MEMBERSHIP ORGANIZATIONS
(SIC 86)

OCCUPATIONAL TITLE	OES CODE	APRIL 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
TOTAL ALL OCCUPATIONS		2,629	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	234	8.9				
Financial Managers	13002	82	3.1	13	93	71	25.7
Personnel, Training, and Labor Relations Managers	13005	12	0.5	43	17	7	2.7
General Managers and Top Executives	19005	77	2.9	11	86	68	23.9
All Other Managers and Administrators	19999	63	2.4	NA	-	-	NA
PROFESSIONAL, PARAPROFESSIONAL, AND TECHNICAL OCCUPATIONS	20000-39999	607	23.1				
Accountants and Auditors	21114	44	1.7	24	55	33	14.2
Personnel, Training, and Labor Relations Specialists	21511	99	3.8	21	120	78	14.2
Compliance Officers and Enforcement Inspectors, Except Construction	21911	10	0.4	50	15	5	2.6
All Other Management Support Workers	21999	61	2.3	NA	-	-	NA
All Other Social Scientists	27199	7	0.2	NA	-	-	NA
Recreation Workers	27311	80	3.0	21	96	64	10.6
Instructors, Nonvocational Education	31317	20	0.8	33	27	13	3.5
Instructors and Coaches, Sports and Physical Training	31321	128	4.9	19	153	103	5.3
All Other Teachers and Instructors	31399	6	0.2	NA	-	-	NA
Public Relations Specialists and Publicity Writers	34008	29	1.1	28	37	21	6.2
All Other Professionals, Paraprofessionals and Technical Workers	39999	123	4.7	NA	-	-	NA
SALES AND RELATED OCCUPATIONS	40000-49999	64	2.4				
Cashiers	49023	17	0.6	46	25	9	2.7
All Other Sales and Related Workers	49999	47	1.8	NA	-	-	NA

STAFFING PATTERNS
MEMBERSHIP ORGANIZATIONS
(SIC 86)

OCCUPATIONAL TITLE	OES CODE	APRIL 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	656	25.0				
First Line Supervisors and Manager/Supervisors-Clerical and Administrative Support Occupations	51002	22	0.8	28	28	16	7.0
Travel Clerks	53802	25	1.0	17	29	21	2.7
Teacher Aides and Educational Assistants, Clerical	53905	40	1.5	24	50	30	4.4
Secretaries	55100	160	6.1	10	177	143	37.2
Receptionists and Information Clerks	55305	54	2.1	14	61	47	15.0
Typists	55308	10	0.4	15	12	8	2.7
Bookkeeping, Accounting and Auditing Clerks	55338	156	5.9	10	171	141	41.6
Payroll and Timekeeping Clerks	55341	15	0.6	26	19	11	6.2
General Office Clerks	55347	84	3.2	17	98	70	20.4
All Other Office Machine Operators	56099	4	0.2	NA	-	-	NA
All Other Material Recording, Scheduling, and Distributing Workers	58099	1	*	NA	-	-	NA
All Other Clerical and Administrative Support Workers	59999	85	3.2	NA	-	-	NA
SALES OCCUPATIONS	60000-69999	958	36.4				
All Other Service Supervisors and Manager/Supervisors	61099	21	0.8	NA	-	-	NA
Bartenders	65005	634	24.1	7	676	592	46.9
Waiters and Waitresses	65008	109	4.1	24	135	83	13.3
Dining Room and Cafeteria Attendants, and Bartender Helpers	65014	17	0.6	30	22	12	2.7
All Other Food Service Workers	65099	12	0.5	NA	-	-	NA
Maids and Housekeeping Cleaners	67002	12	0.5	38	17	7	3.5
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	67005	124	4.7	11	137	111	32.7
Child Care Workers	68038	21	0.8	14	24	18	3.5
All Other Service Workers	69999	8	0.3	NA	-	-	NA

STAFFING PATTERNS
MEMBERSHIP ORGANIZATIONS
(SIC 86)

OCCUPATIONAL TITLE	OES CODE	APRIL 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
AGRICULTURAL, FORESTRY, FISHING, AND RELATED OCCUPATIONS	70000-79999	26	1.0				
Gardeners and Groundskeepers, Except Farm	79014	13	0.5	41	18	8	4.4
All Other Agricultural, Forestry, Fishing, and Related Workers	79999	13	0.5	NA	-	-	NA
PRODUCTION, CONSTRUCTION, OPERATING MAINTENANCE, AND MATERIAL HANDLING OCCUPATIONS	80000-98999	84	3.2				
First Line Supervisors and Manager/Supervisors-Mechanics, Installers and Repairers	81002	31	1.2	29	40	22	4.4
All Other First Line Supervisors and Manager/Supervisors-Production, Construction, Maintenance and Related	81099	5	0.2	NA	-	-	NA
Maintenance Repairers, General Utility	85132	40	1.5	24	49	31	8.8
All Other Machine Operators and Tenders	92998	2	0.1	NA	-	-	NA
All Other Motor Vehicle Operators	97199	6	0.2	NA	-	-	NA

THE TEN OCCUPATIONS EMPLOYING THE LARGEST NUMBER OF WORKERS LISTED BY ORDER OF RANK (SIC 89)

RANK	OES CODE	OCCUPATIONAL TITLE	JUNE 1984 ESTIMATED EMPLOYMENT	PERCENT OF TOTAL
1	21114	Accountants and Auditors	507	14.6
2	22514	Drafters	383	11.0
3	55100	Secretaries	263	7.6
4	22521	Surveying and Mapping Technicians and Technologists	193	5.6
5	55338	Bookkeeping, Accounting, and Auditing Clerks	169	4.9
6	22302	Architects, Except Landscape and Marine	150	4.3
7	22311	Surveying and Mapping Scientists	136	3.9
8	22121	Civil Engineers, Including Traffic	132	3.8
9	22505	Engineering Technicians and Technologists	127	3.7
10	55347	General Office Clerks	61	1.7

THE FIVE MOST FREQUENTLY REPORTED OCCUPATIONS LISTED BY ORDER OF RANK

RANK	OES CODE	OCCUPATIONAL TITLE	PERCENT OF FIRMS
1	55100	Secretaries	59.7
2	22514	Drafters	41.8
3	55338	Bookkeeping, Accounting and Auditing Clerks	40.3
4	21114	Accountants and Auditors	35.8
5	55347	General Office Clerks	23.9

STAFFING PATTERNS
MISCELLANEOUS SERVICES
(SIC 89)

OCCUPATIONAL TITLE	OES CODE	JUNE 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE HIGH	RANGE LOW	PERCENT OF FIRMS REPORTING
TOTAL ALL OCCUPATIONS		3,470	100.0				
MANAGERS AND ADMINISTRATORS	10000-19999	175	5.0				
Financial Managers	13002	57	1.6	26	72	42	20.9
General Managers and Top Executives	19005	56	1.6	16	65	47	17.9
All Other Managers and Administrators	19999	62	1.8	NA	-	-	NA
ROFESSIONAL, PARA-PROFESSIONAL, AND TECHNICAL OCCUPATIONS	20000-39999	2,366	68.2				
Accountants and Auditors	21114	507	14.6	11	564	450	35.8
All Other Financial Specialists	21199	59	1.7	NA	-	-	NA
All Other Management Support Workers	21999	78	2.2	NA	-	-	NA
Civil Engineers, Including Traffic	22121	132	3.8	28	169	95	16.4
Mechanical Engineers	22135	45	1.3	31	59	31	10.4
All Other Engineers	22199	178	5.1	NA	-	-	NA
Architects, Except Landscape and Marine	22302	150	4.3	31	197	103	13.4
Surveying and Mapping Scientists	22311	136	3.9	35	184	88	13.4
Electrical and Electronic Engineering Technicians and Technologists	22505	127	3.7	17	149	105	10.4
Mechanical Engineering Technicians and Technologists	22511	19	0.5	31	25	13	4.5
Drafters	22514	383	11.0	12	430	336	41.8
Surveying and Mapping Technicians and Technologists	22521	193	5.6	28	246	140	17.9
All Other Engineering and Related Technicians and Technologists	22599	113	3.3	NA	-	-	NA
All Other Physical Scientists	24199	17	0.5	NA	-	-	NA
Systems Analysts, Electronic Data Processing	25102	24	0.7	8	26	22	4.5
All Other Mathematical Scientists	25319	2	0.1	NA	-	-	NA
All Other Social Scientists	27199	3	0.1	NA	-	-	NA
All Other Professional, Paraprofessional and Technical Workers	39999	200	5.8	NA	-	-	NA

STAFFING PATTERNS
MISCELLANEOUS SERVICES
(SIC 89)

OCCUPATIONAL TITLE	OES CODE	JUNE 1984 EST. EMPL.	PERCENT OF TOTAL	RELATIVE ERROR	RANGE		PERCENT OF FIRMS REPORTING
					HIGH	LOW	
SALES AND RELATED OCCUPATIONS	40000-49999	33	1.0	NA	-	-	NA
CLERICAL AND ADMINISTRATIVE SUPPORT OCCUPATIONS	50000-59999	804	23.2				
Secretaries	55100	263	7.6	12	293	233	59.7
Receptionists and Information Clerks	55305	30	0.9	27	38	22	22.4
Typists, Word Processor	55311	33	0.9	30	43	23	16.4
Bookkeeping, Accounting, and Auditing Clerks	55338	169	4.9	23	207	131	40.3
General Office Clerks	55347	61	1.7	26	77	45	23.9
All Other Office Machine Operators	56099	97	2.8	NA	-	-	NA
All Other Material Recording, Scheduling, and Distributing Workers	58099	17	0.5	NA	-	-	NA
All Other Clerical and Administrative Support Workers	59999	134	3.9	NA	-	-	NA
SERVICE OCCUPATIONS	60000-69999	21	0.6	NA	-	-	NA
PRODUCTION, CONSTRUCTION, OPERATING, MAINTENANCE, AND MATERIAL HANDLING OCCUPATIONS	80000-98999	71	2.0				
All Other Inspectors, Testers, and Related Occupations	83099	41	1.2	NA	-	-	NA
All Other Mechanics, Installers, and Repairers	85999	6	0.2	NA	-	-	NA
All Other Precision Workers	89999	6	0.2	NA	-	-	NA
All Other Transportation and Material Moving Equipment Operators	97989	5	0.1	NA	-	-	NA
All Other Helpers, Laborers, and Material Movers, Hand	98999	13	0.3	NA	-	-	NA

METHODOLOGY

A. Sample and Survey Response

The second quarter of the 1983 report of employment and wages covered by the New Hampshire Unemployment Compensation Law was used as the sampling frame for this survey. The selected nonmanufacturing establishments were stratified by three digit SIC'S (Standard Industrial Classification) and by size class. Any unit with two hundred fifty or more employees was automatically included in the sample.

The actual reported survey period varied by industry and was either the week including April 12, May 12, or June 12, 1984 as designated by the U.S. Bureau of Labor Statistics.

Usable responses were received from 1,875 establishments or 75 percent of the 2,502 units surveyed. Employment reported by these units accounted for 76 percent of the total surveyed employment. The survey was conducted by mail and consisted of an initial mailing and two followups. Phone calls were made when needed to insure the validity of the estimates.

B. Estimating Procedure

All usable employer questionnaires were separated into seven employment size groups by industry. For example, establishments with employment of 4 - 9 would be in one size class and those with employment of 10 - 19 would be in another size class, etc. One class size in one industry represents an estimating cell. All establishments in a given estimating cell were assigned a sample weight which is the inverse of the sampling ratio. For example, if the reported employment in a specific occupation for an establishment is 100, and only one out of two establishments in this estimating cell is included in the sample, the weight assigned to this establishment would be the inverse of 1/2 which is two, and for estimating purposes, the 100 employment would have a representation of 200 (2 X 100). The employment for any specific occupation in each establishment is blown-up (inflated) by its sample weight and summed for all sample establishments in the cell. A ratio is then obtained by dividing this sum by the weighted total employment. This ratio is multiplied by the benchmark employment for that estimating cell corresponding to the survey month of April, May, or June 1984 depending on the industry being estimated. This yields the occupational make-up of the estimating cell for that month. Finally, the employment in like occupations are summed across all employment size classes within the three-digit SIC (Standard Industrial Classification) level to arrive at a total industry employment for each occupation.

C. Variance

Variance is defined as the difference between an expected universe count of an occupation and the actual sample count obtained in a survey. It is computed for each occupation at the estimating cell level. An estimating cell is composed of all establishments in one size class in one industry. The variance for an occupational estimate is the squared and weighted sample observations times a series of correction factors. The sum of the squared and weighted sample observations is derived from summation formulas dealing with weights assigned to establishments, total employment reported by establishments, and employment reported by establishments for specific occupations. The series of correction factors are derived from summation formulas dealing with benchmark employment less employment for volunteer reports, total employment reported by establishments, and the square of estimating cell benchmark factors (which are calculated by dividing the cell's benchmark employment by weighted total employment for the cell).

D. Sampling Error

Sampling error is defined as the difference between the estimated data derived from a sample and the data which would be expected if the entire universe of employers were surveyed. It is calculated by taking the square root of the variance of the estimates. In this publication, sampling error is measured on a 68 percent degree of confidence level or one standard deviation. For example, if an estimate of 100 has an associate sampling error of 10 the probability is 68 percent, or two chances out of three, that the true population value would be somewhere between 90 and 110.

E. Relative Error

Relative error expresses the sampling error as a percentage of the estimate. It is derived by dividing the sampling error (or square root of the variance) by the estimate and then multiplying by 100. For example, to illustrate the use of relative error, automotive repair & services (SIC 75) lists an estimated total of 513 automotive mechanics with a relative error of 9 percent. This indicates, at the 68 percent confidence level, the probability is two chances out of three that the results of a universe count of automobile mechanics would not differ from the estimate by more than 47 or an estimated high of 560 or 10w of 466. Any specific occupation with ten or more employees and a relative error of 50 percent or less was published separately in this report except in industries 16, 17, 65, 70, 72 and 89 where a relatively poor survey response restricted the relative error to the 35 percent level. Relative error was computed only for specific occupations and not for residual categories or occupational groupings.

F. Nonsampling Error

The results of this survey are subject to biases and other nonsampling errors. Although careful editing and screening steps were taken, such errors could arise from faulty questionnaire design, ineffective processing techniques, inaccuracy of data furnished, or the inability to collect data as defined. Non-respondents are a source of nonsampling error for which corrective measures are not available. The possibility of these errors was recognized from the beginning and every effort was made for their elimination.

Percent of firms reporting each occupation could not be readily calculated for groups of occupations, but only for specific occupations.

APPENDIX

The OES coding structure provides for the allocation of occupations reported into seven major categories. Specifically these occupational categories are as follows:

10000-19999 I. Managerial and Administrative Occupations

Includes top and middle level managers, administrators, and executives. Primary duties are policy making, planning, staffing, directing or controlling the activities of industrial, commercial, governmental or other establishments. Typical examples are: Corporate Officers; Plant Managers; Branch Managers; District Managers; Production Superintendents; General Superintendents; and Managers of such departments as budget, purchasing, sales and distribution, advertising, public relations, personnel and training, etc.

20000-39000 II. Professional, Paraprofessional and Technical Occupations

Includes persons concerned with the theoretical or practical aspects of such fields as science, art, education, law and business relations where substantial post-secondary educational preparation or equivalent on-the-job training or experience is required. Typical examples are: Architects; Engineers; Metallurgists; Physicists; Mathematicians; Statisticians; Biologists; Economists; Accountants and Auditors; Purchasing Agents; Public Relations Practitioners; Personnel and Training Specialists (other than departmental managers); Lawyers; Physicians and Surgeons; Registered Nurses; Editors and Writers; Teachers; Air Traffic Controllers; Computer Programmers; Drafters; and Chemical Technicians (except Health).

40000-49000 III. Sales and Related Occupations

Includes persons selling goods or services and others directly related to sales. Typical examples are: Sales Agents and Placers; Insurance; Sales Engineers; Cashiers; and Salespersons, Retail.

50000-59999 IV. Clerical and Administrative Support Occupations

Includes persons performing office and plant clerical tasks such as typing, filing, computer operating, records keeping (personnel, stock, production, billing, etc.); and mail preparation and distributing.

60000-69999 V. Service Occupations

Includes workers in occupations relating to protective service, food service, health assisting service, cleaning and building service and personal service.

70000-79999 VI. Agricultural, Forestry, Fishing and Related Occupations

Includes workers concerned with agricultural production, forestry, and fishing. Also included in this division are agriculture related workers such as animal caretakers and groundskeepers.

80000-98999 VII. Production, Construction, Operating, Maintenance and Material Handling Occupations

Includes all skilled, semiskilled and unskilled workers performing machine and manual tasks involving production, construction, operating, maintenance, repair and material handling operations.

ANNUAL AVERAGE EMPLOYMENT IN NEW HAMPSHIRE

NONMANUFACTURING*

1979 - 1984

SIC	INDUSTRY	1979	1980	1981	1982	1983	1984
14	Mining and Quarrying	435	410	382	377	396	404
15	Building Construction - General Contractors	6,650	5,683	4,926	4,966	5,844	7,539
16	Construction Other Than Building Construction	5,190	4,930	6,331	8,712	8,966	5,845
17	Construction - Special Trade Contractors	9,058	8,804	9,120	9,134	10,051	16,913
60	Banking	5,613	5,923	6,106	6,340	6,686	7,011
61	Credit Agencies Other Than Banks	1,295	1,373	1,446	1,487	1,586	1,870
62	Security and Commodity Brokers	166	192	207	255	338	419
63	Insurance	6,620	7,000	7,429	7,329	7,141	7,420
64	Insurance Agents and Brokers	2,009	2,109	2,138	2,162	2,194	2,359
65	Real Estate	2,390	2,248	2,300	2,429	2,725	3,198
66,67	Combinations of Real Estate, Insurance, Loans, Law Offices, Holding and Other Investment Offices	416	435	484	464	435	606
70	Hotels, Rooming Houses and Camps	6,389	6,480	7,129	6,885	7,085	7,749
72	Personal Services	3,279	3,308	3,405	3,493	3,860	4,368
73	Business Services	7,266	7,997	8,820	9,710	11,403	12,781
75	Automotive Repair, Services and Garages	2,102	2,022	2,090	2,124	2,317	2,508
76	Miscellaneous Repair Services	650	652	746	761	810	818
78,79	Motion Pictures, Amusement and Recreation Services	4,177	4,023	4,563	4,627	4,426	4,846
80	Health Services	20,683	21,929	23,623	24,587	25,510	27,094
81	Legal Services	1,806	1,911	2,092	2,295	2,460	2,721
82	Educational Services	7,235	7,741	8,100	8,286	8,395	8,642
83,84	Social Services, Museums, Art Galleries, Botanical and Zoological Gardens	3,736	4,250	4,546	4,636	5,262	5,999
86	Membership Organizations	2,582	2,746	2,684	2,626	2,623	2,795
89	Miscellaneous Services	2,741	2,733	3,480	3,879	4,110	3,628
TOTAL		102,488	104,899	112,152	117,564	124,623	132,533

* This table includes employment data for Hospitals (SIC 806) and Education (SIC 82) which were not Covered in the OES Survey for Selected Nonmanufacturing Industries.

ESTIMATES COVERING THE FOLLOWING OCCUPATIONS WERE NOT SHOWN
SEPARATELY BECAUSE THEY DID NOT MEET THE CRITERIA FOR PUBLICATION (SEE APPENDIX)
THEY WERE HOWEVER ADDED TO THE APPROPRIATE "ALL OTHER" OR RESIDUAL CATEGORY
AN X IS PLACED IN THE SQUARE CORRESPONDING TO THE SIC AND OCCUPATION ADDED TO THE "ALL OTHER" CATEGORY

	STANDARD INDUSTRIAL CLASSIFICATION																
OCCUPATIONAL TITLE	15	161	17	60	61	63	64	65	70	72	75	79	80	81	83	86	89
Accountants and Auditors		X					X		X	X			X	X			
Actuaries																	X
Administrative Services Managers	X	X		X	X		X	X	X	X	X	X				X	X
Adjustment Clerks					X	X					X						
Air Hammer Operators	X	X	X														
Ambulance Drivers and Attendants, Except Emergency Medical Technicians										X							
Amusement and Recreation Attendants									X						X		
Animal Caretakers, Except Farm												X			X	X	
Announcers, Except Radio and Television												X					
Appraisers, Real Estate					X	X	X	X									
Architects, Except Landscape and Marine	X																
Automotive Mechanics	X	X	X							X							
Bakers, Bread and Pastry													X				
Barbers										X			X				
Bill and Account Collectors						X		X						X			
Billing, Cost and Rate Clerks	X	X		X			X			X		X		X		X	X
Billing, Posting, and Calculating Machine Operators			X	X	X								X	X	X		

OCCUPATIONAL TITLE	STANDARD INDUSTRIAL CLASSIFICATION																
	15	161	17	60	61	63	64	65	70	72	75	79	80	81	83	86	89
Biological Scientists													X				
Blasters and Explosives Workers		X	X														
Brick Masons		X	X														
Broadcast Technicians												X					
Brokers, Real Estate							X										
Budget Analysts				X	X		X		X		X	X			X		X
Bus and Truck Mechanics, and Diesel Engine Specialists	X		X							X							
Bus Drivers												X				X	
Camera and Photographic Equipment Repairers												X					
Carpenters		X	X						X			X	X				
Carpet Installers		X	X														
Cashiers										X					X		
Ceiling Tile Installers and Acoustical Carpenters			X														
Chemical Engineers																	X
Child Care Workers													X				
Civil Engineers, Including Traffic	X	X	X														
Civil Engineering Technicians and Technologists	X	X															X
Clergy													X		X	X	
Coin and Vending Machine Servicers and Repairers												X					
Combined Food Preparation and Service Workers									X								
Computer Programmers	X				X					X		X		X	X		X

OCCUPATIONAL TITLE	STANDARD INDUSTRIAL CLASSIFICATION																
	15	161	17	60	61	63	64	65	70	72	75	79	80	81	83	86	89
Computer Programmer Aides	X			X	X							X			X		X
Computer Operators, Except Peripheral Equipment		X					X			X				X	X	X	X
Concrete and Terrazzo Finishers	X		X														
Construction and Building Inspectors	X		X			X											
Construction Managers		X															
Cooks, Institution or Cafeteria									X							X	
Cooks, Restaurant																X	
Cooks, Short Order									X			X	X				
Cooks, Specialty Fast Food									X								
Corrective and Manual Arts Therapists															X		
Correspondence Clerks				X		X											
Cost Estimators		X									X						X
Counter Attendants-Lunchroom, Coffee Shop, or Cafeteria									X								
Counter and Rental Clerks												X					
Crane and Tower Operators	X		X														
Credit Analysts				X													
Credit Authorizers				X	X												
Crushing, Grinding, Mixing, and Blending Machine Operators and Tenders		X	X														
Custom Tailors and Sewers										X							
Dancers and Choreographers												X					
Data Entry Keyers, Except Composing	X	X					X	X			X		X	X			X

	STANDARD INDUSTRIAL CLASSIFICATION																
OCCUPATIONAL TITLE	15	161	17	60	61	63	64	65	70	72	75	79	80	81	83	86	89
Designers, Except Interior Designers																	X
Detectives and Investigators, Except Public						X								X			
Dining Room and Cafeteria Attendants, and Bartender Helpers													X				
Directors, Religious Activities and Education																X	
Dispatchers-Except Police, Fire and Ambulance		X	X														
Drafters		X	X			X											
Dragline Operators		X															
Driver/Sales Workers															X		
Drywall Installers	X																
Duplicating Machine Operators				X	X	X								X			X
Earth Drillers Except Oil and Gas			X														
Economists, Including Market Research Analysts				X		X											
Education Administrators																X	
Electrical and Electronic Engineers		X	X									X					X
Electrical and Electronic Engineering Technicians and Technologists												X					
Electric Home Appliance and Power Tool Repairers			X														
Electrical Powerline Installers and Repairers			X														
Electricians	X	X				X			X			X	X				
Electromedical and Biomedical Equipment Repairers													X				
Elevator Operators								X	X								
Embalmers										X							

STANDARD INDUSTRIAL CLASSIFICATION

OCCUPATIONAL TITLE	15	161	17	60	61	63	64	65	70	72	75	79	80	81	83	86	89
Engineering and Related Technicians and Technologists									X							X	
Engineers									X								
Excavating and Loading Machine Operators	X																
Fence Erectors			X														
File Clerks	X		X						X	X		X		X			X
Financial Analysts, Statistical				X		X											
Financial Managers														X			
Fitters, Structural Metal-Precision			X														
First Line Supervisors and Manager/Supervisors-Clerical and Administrative Support Occupations	X	X	X					X		X	X	X		X			X
First Line Supervisors and Manager/Supervisors-Construction Trades and Extractive Workers						X		X				X			X		
First Line Supervisors and Manager/Supervisors-Helpers, Laborers and Material Movers, Hand	X		X														
First Line Supervisors and Manager/Supervisors-Mechanics, Installers and Repairers	X	X	X							X			X				
First Line Supervisors and Manager/Supervisors-Sales and Related Occupations	X				X				X	X		X				X	X
First Line Supervisors and Manager/Supervisors-Service	X	X		X	X			X			X						
First Line Supervisors and Manager/Supervisors-Transportation, and Material Moving Machine and Vehicle Occupations	X	X													X		
Food and Beverage Preparation and Service Occupations				X	X	X				X							
Food Preparation Workers																X	
Food Service and Lodging Managers						X		X								X	
Freight, Stock and Material Movers, Hand	X		X							X	X	X			X		X
Funeral Attendants										X							
Furnace, Kiln, Oven, Drier, Or Kettle Operators and Tenders										X							

OCCUPATIONAL TITLE	STANDARD INDUSTRIAL CLASSIFICATION																
	15	161	17	60	61	63	64	65	70	72	75	79	80	81	83	86	89
Gardeners and Groundskeepers, Except Farm	X	X	X			X				X			X	X			
General Managers and Top Executives			X				X	X			X			X			
General Office Clerks									X								
Geologists, Geophysicists, and Oceanographers																	X
Glaziers			X														
Grader, Dozer, and Scraper Operators	X																
Guards and Watch Guards	X							X	X		X		X			X	
Hairdressers, Hairstylists, and Cosmetologists									X				X				
Handworking Occupations, Including Assemblers and Fabricators						X									X		
Hard Tile Setters			X														
Helpers-Brick and Stone Masons, and Hard Tile Setters		X	X														
Helpers-Carpenters and Related		X	X														
Helpers-Extractive Workers			X														
Helpers-Painters, Paperhangers, Plasterers and Stucco Masons	X		X														
Helpers-Plumbers, Pipefitters, and Steamfitters	X																
Helpers-Roofers			X														
Hoist and Winch Operators	X																
Hosts and Hostesses-Restaurant, Lounge or Coffee Shop												X					
Industrial Engineers, Except Safety																	X
Industrial Truck and Tractor Operators			X														
Inspectors and Related Occupations									X								

	STANDARD INDUSTRIAL CLASSIFICATION																
OCCUPATIONAL TITLE	15	161	17	60	61	63	64	65	70	72	75	79	80	81	83	86	89
Instructional Coordinators															X	X	X
Instructors and Coaches, Sports and Physical Training									X	X							
Instructors, Nonvocational Education											X						
Insulation Workers			X														
Insurance Appraisers Auto Damage							X										
Insurance Examining Clerks				X	X	X											
Interviewing Clerks, Except Personnel and Social Welfare													X				
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	X	X	X														X
Landscape Architects								X									X
Lawyers					X	X									X	X	
Lecturers										X							
Legal Secretaries						X											
Library Assistants and Bookmobile Drivers															X		X
Librarians, Professional						X								X		X	X
Life Scientists															X	X	
Loan and Credit Clerks							X	X									
Machinery Maintenance Mechanics										X			X				
Machinery Maintenance Workers		X															
Machinists											X						X
Machine Feeders and Offbearers										X							
Machine Setters, Set-Up Operators, Operators, and Tenders				X													

OCCUPATIONAL TITLE	STANDARD INDUSTRIAL CLASSIFICATION 15	161	17	60	61	63	64	65	70	72	75	79	80	81	83	86	89
Maids and Housekeeping Cleaners										X							
Mail Clerks, Except Mail Machine Operators and Postal Service					X		X							X	X		X
Mail Machine Operators, Preparation and Handling				X											X	X	
Maintenance Repairers, General Utility	X	X		X	X												X
Management Analysts				X													X
Manicurists										X							
Marketing, Advertising, and Public Relations Managers	X	X					X	X		X						X	X
Mathematical Technicians						X											
Mechanical Engineers			X														
Mechanic and Repairer Helpers		X	X								X						
Medical and Clinical Laboratory Technicians													X				
Medical Records Technicians and Technologists													X		X		
Medical Scientists													X				
Menders-Garments, Linens, and Related													X				
Messengers					X			X						X			X
Metal Fabricators, Structural Metal Products	X		X														
Millwrights	X		X														
Mining Engineers, Including Mine Safety		X															
Mobile Heavy Equipment Mechanics, Except Engines	X																
Music Directors, Singers, Composers and Related Workers												X					
Musicians, Instrumental									X			X				X	

OCCUPATIONAL TITLE	15	161	17	60	61	63	64	65	70	72	75	79	80	81	83	86	89
	STANDARD INDUSTRIAL CLASSIFICATION																
News and Street Venders, Telephone Solicitors, and Door-To-Door Sales Workers												X					
Nuclear Engineers																	X
Nursing Instructors													X				
Occupational Therapy Assistants and Aides															X		
Operations and Systems Researchers and Analysts, Except Computer				X													
Operating Engineers		X	X														
Order Clerks-Materials, Merchandise, and Service										X							X
Painters and Paperhangers, Construction and Maintenance						X			X	X		X	X		X		
Paralegal Personnel						X											
Parking Lot Attendants									X			X					
Paving, Surfacing, and Tamping Equipment Operators	X		X														
Payroll and Timekeeping Clerks	X					X	X			X				X			
Peripheral EDP Equipment Operators					X										X	X	X
Personnel Clerks, Except Payroll and Timekeeping					X				X			X	X		X		X
Personnel, Training, and Labor Relations Managers	X	X					X		X			X	X	X	X		X
Personnel, Training, and Labor Relations Specialists	X				X		X		X			X	X	X			X
Pharmacists													X				
Photographers						X											
Photographic Processing Machine Operators and Tenders										X							
Physical Scientists								X									
Physical and Life Science Technicians and Technologists																X	

OCCUPATIONAL TITLE	15	161	17	60	61	63	64	65	70	72	75	79	80	81	83	86	89
Physical and Corrective Therapy Assistants and Aides													X		X		
Physical Therapists															X		
Physicists and Astronomers																	X
Pile Driving Operators			X														
Pipelayers			X														
Plasterers and Stucco Masons			X														
Plumbers, Pipefitters and Steamfitters								X					X				
Podiatrists													X				
Precision Compositors, Typesetters and Arrangers						X											
Precision Dental Laboratory Technicians													X				
Precision Dyers										X							
Precision Inspectors, Testors, and Graders																	X
Pressers, Hand										X							
Pressing Machine Operators and Tenders-Textile, Garment and Related Materials													X				
Producers, Directors, Actors, and Other Entertainers												X					
Procurement Clerks	X												X				
Production, Planning, and Expediting Clerks	X	X															
Production Inspectors, Testers, Graders, Sorters, Samplers and Weighers		X								X							
Proofreaders and Copy Makers																	X
Psychiatric Aides													X				
Public Relations Specialists and Publicity Writers				X	X	X							X		X		

OCCUPATIONAL TITLE	STANDARD INDUSTRIAL CLASSIFICATION																
	15	161	17	60	61	63	64	65	70	72	75	79	80	81	83	86	89
Pump Operators			X														
Purchasing Agents, Except Wholesale, Retail and Farm Products				X		X			X		X		X			X	X
Purchasing Managers	X	X			X	X			X			X	X		X	X	
Radiologic Technicians													X				
Radiologic Technologists													X				
Real Estate Clerks							X										
Recreational Therapists															X		
Receptionists and Information Clerks	X	X									X						
Registered Nurses						X			X	X		X					X
Riggers			X														
Roofers	X		X														
Safety Engineers, Except Mining	X	X															
Sales Agents and Placers, Insurance								X									
Sales Agents, Selected Business Services																	X
Sales, Engineers	X	X	X														
Salespersons, Retail					X				X		X						
Sales Representatives, Except Scientific and Related Products or Services and Retail	X	X								X							X
Sales Representatives, Scientific and Related Products and Services-Except Retail																	X
Sawing Machine Operators and Tenders	X		X														
Secretaries		X															

OCCUPATIONAL TITLE	STANDARD INDUSTRIAL CLASSIFICATION																
	15	161	17	60	61	63	64	65	70	72	75	79	80	81	83	86	89
Sewers, Hand										X							
Sewing Machine Operators, Non-Garment													X				
Shampooers										X							
Sheet Metal Duct Installers	X																
Sheet Metal Workers	X	X	X														
Shoe and Leather Workers and Repairers-Precision										X							
Social Workers, Except Medical and Psychiatric													X			X	
Statistical Clerks				X									X				X
Statisticians															X		
Stationary Engineers			X														
Stenographers	X			X	X			X				X	X	X		X	
Stock Clerks-Stockroom Warehouse or Storage Yard	X				X				X		X	X	X		X	X	X
Stone Masons			X														
Structural Metal Workers	X		X														
Surveying and Mapping Scientists			X														
Surveying and Mapping Technicians and Technologists												X					
Switchboard Operators	X						X	X		X	X	X				X	X
Systems Analysts, Electronic Data Processing	X				X							X	X		X		
Tapers			X														
Tax Preparers																	X

STANDARD INDUSTRIAL CLASSIFICATION

OCCUPATIONAL TITLE	15	161	17	60	61	63	64	65	70	72	75	79	80	81	83	86	89
Teachers and Instructors, Vocational Education and Training																X	
Teachers, Preschool and Kindergarten																X	
Technical Assistants, Library																	X
Telephone and Cable TV Line Installers and Repairers		X	X														
Title Examiners and Abstractors								X						X			
Title Searchers								X									
Traffic, Shipping, and Receiving Clerks									X				X				X
Transit Clerks					X												
Truck Drivers, Light-Include Delivery and Route Workers									X			X	X		X	X	X
Typists		X						X	X	X	X	X		X			X
Typists, Word Processor			X		X				X	X	X	X	X			X	
Underwriters				X	X												
Upholsterers											X						
Urban and Regional Planners															X		X
Vocational and Educational Counselors																X	
Waiters and Waitresses													X				
Weighers, Measurers, Checkers and Samplers-Recordkeeping		X															
Welders and Cutters	X	X	X								X						
Welfare Eligibility Workers and Interviewers															X	X	
Woodworking Machine Operators and Tenders, Except Sawing	X																
Writers and Editors																X	

Publishing Criteria

The criteria used for publishing occupational estimates were as follows:

1) A response rate of at least 70 percent of the benchmark employment.

2) Industry employment of 1,000 or more.

3) A maximum relative error of 50 percent for firms with a least a 75 percent response for employment.

4) A maximum relative error of 35 percent for firms with a response rate less than 75 percent but greater than or equal to 70 percent.

5) Three or more employers reporting an occupation.

6) No one firm reporting 50 percent of the occupational estimate or two firms combined reporting 75 percent of the occupational estimate.

7) A mimimum occupational employment of 10.

Estimates for an occupation which did not meet publication criteria were added to the appropriate residual category.

AVAILABLE OCCUPATIONAL PROFILES
AS OF FEBRUARY 1986

INDUSTRY	SURVEY YEAR	DATE PUBLISHED
CONTRACT CONSTRUCTION, FINANCE, INSURANCE, AND REAL ESTATE, SERVICES	1984	February 1986
MANUFACTURING	1983	March 1985
HOSPITALS	1983	March 1985
WHOLESALE AND RETAIL TRADE	1982	October 1983
TRANSPORTATION, COMMUNICATIONS AND PUBLIC UTILITIES	1982	October 1983
FEDERAL, STATE AND LOCAL GOVERNMENT	1982	October 1983
CONTRACT CONSTRUCTION, FINANCE, INSURANCE AND REAL ESTATE, SERVICES	1981	NONE
MANUFACTURING	1980	August 1981
HOSPITALS	1980	March 1981
WHOLESALE AND RETAIL TRADE	1979	December 1980
TRANSPORTATION, COMMUNICATIONS AND PUBLIC UTILITIES	1979	December 1980
FEDERAL, STATE AND LOCAL GOVERNMENT	1979	November 1980
ELEMENTARY AND SECONDARY SCHOOLS, COLLEGES AND UNIVERSITIES	1978	November 1980
CONTRACT CONSTRUCTION, FINANCE, INSURANCE, AND REAL ESTATE, SERVICES	1978	November 1979

FUTURE PUBLICATIONS	SURVEY YEAR
ELEMENTARY AND SECONDARY SCHOOLS, COLLEGES AND UNIVERSITIES	1985
FEDERAL, STATE AND LOCAL GOVERNMENT	1985
WHOLESALE AND RETAIL TRADE	1985
TRANSPORTATION, COMMUNICATIONS AND PUBLIC UTILITIES	1985
MANUFACTURING	1986
HOSPITALS	1986